



Consolidated Annual Performance and Evaluation Report

Second Program Year | July 1, 2016 – June 30, 2017

Presented to the U.S. Department of Housing and Urban Development
Oklahoma City Field Office
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CITY OF TULSA
Consolidated Annual Performance and Evaluation Report (CAPER)
Second Year Action Plan
Program Year 2016
July 1, 2016 – June 30, 2017

GENERAL

Executive Summary

Required by the U.S. Department of Housing and Urban Development (HUD), the Consolidated Annual Performance and Evaluation Report (CAPER) provides detailed financial and beneficiary information explaining how the City of Tulsa is carrying out its housing and community development strategies, projects, and activities, outlined in the 2015-2019 Consolidated Plan.

This year-end report summarizes the results of activities that have taken place during PY 2016. It provides information for HUD and citizens of the City of Tulsa to review funded programs and evaluate performance against established goals.

The HUD Community Development Committee identified community goals and priorities utilizing public input. Based on this information, interested agencies submitted proposals to meet these objectives. As a result, the City Council and Mayor selected 37 activities to be awarded HUD funds.

Utilizing Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), Emergency Solutions Grant (ESG) and Housing Opportunities for Persons with AIDS (HOPWA) funds, the City of Tulsa selected activities to promote Decent Housing, Create Suitable Living Environments and Economic Opportunities.

The City of Tulsa expended a total of \$7,167,511 to:

- Serve thirty-nine thousand three hundred and ninety-five (39,395) people;
- Provide STRMU, TBRA and Permanent Housing Placement to one hundred seventy-seven (177) persons with AIDS;
- Provide Rapid Re-Housing and Homeless Prevention activities to four hundred and fifty-seven (457) households
- Create or retain seventy-nine (79) jobs (68 full time equivalent);
- Assist fourteen (14) new and existing businesses;
- Rehabilitate two hundred twenty-seven (227) homes;
- Complete construction of two new senior living apartment complexes
- Provide physical rehabilitate to one apartment complex
- Assist eighteen (18) first time homebuyers;
- Rehabilitate three (3) public facilities; and
- Demolish Sixty-two (62) substandard structures

****All expenditure and accomplishment data within this report are subject to change. Final figures will be available in the submitted CAPER due September 30, 2016.**

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

The City of Tulsa expended \$7,167,511 in HUD funds during PY 2016.

CDBG expenditures totaled \$5,090,729

ESG expenditures totaled \$310,160

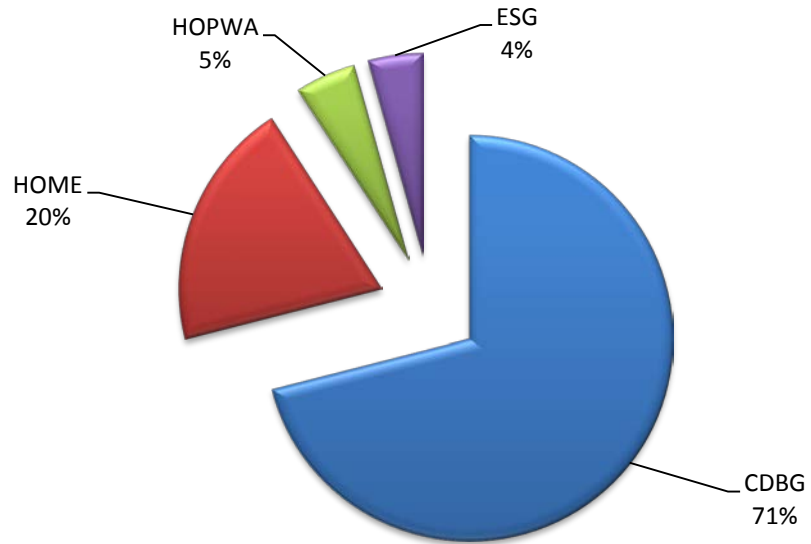
HOME expenditures totaled \$1,421,654

HOPWA expenditures totaled \$344,968

Strides to accomplish the City's five year goals continued during year two of the consolidated plan. Goals that were set for this year's action plan were exceeded for the most part. The launch of a new text based system at the local 24-hour helpline, led to a drop in traditional calls to the service resulting in a lower goal than estimated in the PY16 Annual Plan. During the program year the service received 93,609 text message compared to 59,189 calls. The number of homeowner housing rehabilitated during the year was less than expected. This was due to the City of Tulsa's Home-owner Rehabilitation program expending an average of \$3,972 per home; over \$1,300 more than \$2,600 used to estimate PY16 goals. All of the City's public facility projects funded in PY16, were completed; one PY15 awarded facility was also completed during the year.

Neither of the HOME development projects funded during PY16 were completed. One project did not receive tax credits and forfeited there award, these funds have been reallocated to a new project which will start during PY17. The other project was delayed due to historic preservation issues, which have now been resolved and will start soon. Additional affordable HOME units have now been added with the completion of two new senior housing developments and the rehabilitation of a non-senior apartment complex, funded during prior program years. The majority of all other PY16 projects were fully expended, however due to some project bids coming in under estimates there will be a balance of PY 2016 CDBG funds available for reallocation in PY 2018. The City remains well within the HUD timeliness limit.

Expenditures by Grant



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Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Acquisition and New Construction of Housing	Affordable Housing	HOME: \$624,000	Rental units constructed	Household Housing Unit	40	17	42.50%	6	7	116.67%
Acquisition and New Construction of Housing	Affordable Housing	HOME: \$75,000 / CDBG: \$22,500	Direct Financial Assistance to Homebuyers	Households Assisted	40	19	47.50%	15	18	120.00%
Clearance and Demolition	Clearance or demolition of substandard structures and hazardous contaminants.	CDBG: \$386,512	Buildings Demolished	Buildings	225	112	49.78%	60	62	103.33%
Economic Development	Non-Housing Community Development	CDBG: \$754,003	Jobs created/retained	Jobs	100	141	141.00%	40	68	170%
Economic Development	Non-Housing Community Development	CDBG: \$40,000	Businesses assisted	Businesses Assisted	10	32	320.00%	30	14	46.67%

Emergency Shelter	Homeless	ESG: \$170,284	Homeless Person Overnight Shelter	Persons Assisted	14500	4970	34.28%	2660	2495	93.80%
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$972,403	Rental units rehabilitated	Household Housing Unit	100	15	15.00%	41	15	36.59 %
Housing Rehabilitation	Affordable Housing	CDBG: \$1,055,894.35 / HOME: \$300,000	Homeowner Housing Rehabilitated	Household Housing Unit	600	359	59.83%	327	227	69.42%
Housing Subsidies	Affordable Housing	HOPWA: \$128,306 / ESG: \$80,481.28	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	450	437	97.11%	135	252	186.67%
Housing Subsidies	Affordable Housing	HOPWA: \$109,800 / ESG: \$35,000	Homelessness Prevention	Persons Assisted	2525	717	28.40%	398	371	93.22%
Public Facilities and Infrastructure Improvements	Non-Housing Community Development	CDBG: \$675,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25000	20373	81.49%	7519	7818	103.98%
Public Services	Non-Housing Community Development	CDBG: \$466,164 / HOPWA: \$112,474	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200000	58694	29.35%	45939	28711	62.50%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City of Tulsa identified seven priority areas in its Consolidated Plan. These priorities are: Demolition of Substandard Housing, Economic Development, Homeless/Special Populations, Housing Subsidies/Assistance, Housing Acquisition, Construction and Rehabilitation, Public Facilities and Infrastructure Improvements, and Public Services. All activities tie to one of HUD's specific performance objectives of Creating Suitable Living Environments, Providing Decent Housing, or Creating Economic Opportunities. During Program Year 2016 (PY 2016) the City of Tulsa expended \$6,665,008.21 of PY 2016 funds, carryover funds and revolving loan funds, on activities and projects excluding general administration and Homeless Management Information System (HMIS) data collection. Seventeen activities expended \$2,799,760.43 to support Decent Housing. Twenty-six activities expended \$1,507,155.25 to Create Suitable Living Environments. Two activities expended \$2,358,092.53 to Create Economic Opportunities.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME	ESG	HOPWA
Race:				
White	15718	13	1,643	93
Black or African American	10817	19	727	40
Asian	195	0	22	4
American Indian or American Native	2,814	0	334	5
Native Hawaiian or Other Pacific Islander	10	0	10	1
Total	29,554	32	2736	143

Ethnicity:				
Hispanic	1699	3	177	3
Not Hispanic	27855	29	2,559	140

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Table 2 prepopulated data does not include all race types reported in IDIS and therefore does not represent the total families served. Total families served will be included in the final CAPER

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Federal	\$4,746,625	\$5,090,729
HOME	Federal	\$2,097,606	\$1,421,654
HOPWA	Federal	\$361,422	\$344,968
ESG	Federal	\$315,565	\$310,160

Table 3 – Resources Made Available

Narrative

At the City's timeliness test date, its unadjusted draw rate was .97%, well below the required maximum of 1.5%. The City is also in compliance with its HOME funds commitments, disbursements, and reservations requirements.

The expected amount available in Table 3 is the amount included in the PY 2016 Annual Action Plan. The funds expended exceed the amount available due to projects that had prior period funds committed, but the activity was not completed until this year.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
36 Street North	1	9%	\$500,000 of PY15 HOME funds were expended on the construction of a senior housing development. Other funds were expended on DPA activities
Crutchfield	0	1	Funds expended include demolition activities and housing rehabilitation grants.

Riverwood	7.1	5	Funds were expended on various activities including Public Facilities and Infrastructure Improvements, economic development, housing rehabilitation, public services and housing acquisition.
Southwest Tulsa	1	1	Funds were expended on micro-enterprise and housing rehabilitation activities.

Table 4 – Identify the geographic distribution and location of investments

Narrative

Previously the majority of low and moderate income (LMI) census tracts had been located in the north quadrant of the city and this area was targeted during the last Consolidated Plan. New census data, gathered during the development of the Consolidated Plan, showed a sharp rise in the number of LMI census tracts throughout the city as a whole and this is the basis for targeting specific geographical locations within the jurisdiction. In the development of the Consolidated Plan, four target areas were defined and approved. These areas all suffered with high levels of poverty and unemployment, and with the exception of a small proportion of the South West target area, all are occupied by LMI census tracts

Of all the HUD funds expended during this program year, 15% were spent on activities that were identified to serve beneficiaries located within the designated target areas. This Figure does not include CDBG Public Service activities, ESG activities and HOPWA activities that provided services to all eligible Tulsa citizens. For example emergency shelter and crisis management services.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The federal, state, and local resources available to address the needs identified in the plan included federal formula grant funds under CDBG, ESG, HOME, and HOPWA. The local Continuum of Care (CoC) also awarded grant funds under the competitive McKinney-Vento Homeless Assistance Act. These funds were leveraged with the City's general funds, ESG match dollars, various state and county sources, local nonprofit resources, and private foundation grants.

Public service projects concentrated efforts to address the needs of families, children, and youth in high risk populations, consistent with the identified priority needs. Use of CDBG and ESG funds leveraged other nonprofit resources and private foundation funds to assist low-income persons.

Physical expansion and/or improvement projects used a combination of funds including, but not limited to, CDBG, city general funds, nonprofit fundraising efforts, and private foundation funds to enhance selected projects.

Since matching funds are not required for CDBG, the City Council considered projects that included leveraged funds to support CDBG dollars. For the projects selected for funding, **\$9.1 million** of leveraged resources enhanced the delivery of services and rehabilitation of facilities.

HOME Match: The sources of matching contributions for HOME funds were from non-federal contributions and the City. The City requires subrecipients, housing developers, and CHDOs to provide up to a 25% match. The match liability for the City of Tulsa has been reduced to 12.5% due to fiscal distress. Banked match is available if grant recipients are not able to generate the required match. The City had \$9.1 million in excess match at the beginning of the program year on July 1, 2016. After the match contributions were received and the liability deducted, the City has a match balance of \$9.2 million.

Emergency Solutions Grant Match: The jurisdiction fulfilled the ESG requirement of a matching contribution equal to the grant program funds. Each organization provided matching funds equal to the amount of funds expended. This stipulation is included in each written agreement. Documentation of match is required when each subrecipient submits a request for funds. The City of Tulsa provided in-kind administrative expenditures, as necessary, to match administrative funds received.

The City did not identify any publically owned land and property that could be used to address the needs identified for PY 2016.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	9,159,685.33
2. Match contributed during current Federal fiscal year	225,632.29
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	9,385,317.62
4. Match liability for current Federal fiscal year	126,291.41
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	9,259,026.21

Table 5 – Fiscal Year Summary - HOME Match Report

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Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
HPT – FTHB Program (HOME Inspections)	6/30/2016					\$1,350.00		\$1,350.00
HPT FTHB Program (FG Yield)	6/30/2016							\$48,331.29
MHA – Ranch Acres	3/16/2016	\$50,951.00						\$50,951.00
MACO – Northwind Estates II	6/30/2017		\$125,000.00					\$125,000.00

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$	\$	\$	\$	\$
0	12,782.56	12,782.56	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	\$ 471,744.88	\$-	\$-	\$-	\$-	\$ 471,744.88
Number	19	0	0	0	0	19
Sub-Contracts						
Number	25	0	0	0	1	24
Dollar Amount	\$ 741,845.57	\$-	\$-	\$-	\$10,008.12	\$ 731,837.45

	Total	Women Business Enterprises	Male
Contracts			
Dollar Amount	\$471,744.88	\$-	\$471,744.88

Number	19	0	19
Sub-Contracts			
Number	25	0	25
Dollar Amount	\$741,845.57	\$-	\$741,845.57

Table 8 – Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired						
Businesses Displaced		0				0
Nonprofit Organizations Displaced		0				0
Households Temporarily Relocated, not Displaced		0				0
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	100	219
Number of non-homeless households to be provided affordable housing units	739	509
Number of special-needs households to be provided affordable housing units	98	166
Total	937	894

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	548	627
Number of households supported through the production of new units	6	7
Number of households supported through the rehab of existing units	368	242
Number of households supported through the acquisition of existing units	15	18
Total	937	894

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

A common occurrence with HOME-funded housing development and new construction activities is that outcomes are not produced in the same program year as funds are awarded.

In PY14, Carland Development Group was awarded \$194,714 in HOME funds to use for the land acquisition portion of this senior independent rental housing project, Cherokee Meadows. The Oklahoma Housing Finance Agency (OHFA) awarded Carland Low Income Housing Tax Credits (LIHTC) in November 2014 to secure a majority of the funding for the project. Some land issues and environmental concerns delayed the start of the project, but project was completed in March 2017. The total cost of this 48 unit development was \$7,247,195. The development contains 24 1-bedroom units and 24 2-bedroom units. Three (3) of the units are High HOME units targeted to households at or below 60% AMI

and will remain so until 2037 based on the required twenty-year HOME affordability period.

In PY15 MACO Development Company was awarded \$500,000 in HOME funds to complete Northwind Estates Phase II, a housing rental project for seniors who are at or below 60% AMI. MACO was able to secure other funding, including a LIHTC award from the Oklahoma Housing Finance Agency (OHFA) for a total cost of \$8,994,430 to create the 56 two-bedroom unit development. Unexpected requirements for the HUD Environmental Review delayed the start of the project, but construction was underway in early 2016. The project was completed in June 2017, but not closed in IDIS until July 2017, so the accomplishments will not be reported until next year.

In PY15 Mental Health Association Oklahoma (MHAOK) was awarded \$203,804 in HOME funds for rehabilitation of a multi-family rental project, Ranch Acres. MHAOK leveraged \$159,403 in private funding to complete this project at a total cost of \$363,207. Nineteen (19) affordable housing units were added to the City's housing stock for persons at or below 60% AMI in a 24 unit complex. In addition, two units were made ADA accessible (physical and sensory modifications). Project was completed in February 2017. These units will remain affordable to persons at or below 60% AMI until 2022 based on the required five-year HOME affordability period.

Whittier Heights

In PY16, Vintage Housing was allocated \$500,000 in HOME funds for construction of a 40-unit elderly independent living rental complex. Vintage, however, did not receive anticipated funding from Oklahoma Housing Finance Agency (OHFA) and the project was canceled.

Pecan Creek

In PY16, Gorman Management Company was allocated \$250,000 in HOME funds for major rehabilitation of a 48-unit multi-family rental complex. Gorman, however, did not receive anticipated funding from Oklahoma Housing Finance Agency (OHFA) and the project was canceled.

Mental Health Association OK

Mental Health Association Oklahoma was awarded \$972,403 in HOME funds for rehabilitation of a multi-family rental project. This project will preserve 41 affordable housing units for persons at or below 60% AMI and will result in 31 HOME units. Project completion is targeted for the end of 2018.

Housing Partners of Tulsa, Inc.

In PY16 Housing Partners of Tulsa, Inc. (HPT) was awarded \$75,000 in HOME funds for a First-Time Homebuyer Program. They also received CDBG funds for project delivery. Eighteen (18) households were assisted with HOME funds to purchase their first home.

The City of Tulsa Working in Neighborhoods Department (WIN) was awarded \$300,000 in HOME funds and \$1,010,894.35 in CDBG funds for affordable housing programs. The Homeowner Repair program served two hundred and five homeowners, providing necessary safety and sanitary improvements. The Homeowner Rehabilitation Loans Program provided loans for substantial rehabilitation and served seventeen homeowners. An additional four homes were started, but not complete at the time of reporting.

An additional five homes were rehabilitated through one external subrecipient program. Focusing on energy conservation the Area Council for Community Action provided rehabilitation activities to five homeowners.

ESG funds were awarded to Restore Hope Ministries Inc. (RHM) to conduct Homeless Prevention activities. During PY 2016 the program served 242 households.

ESG funds were awarded to Tulsa Day Center for the Homeless Inc. (TDCH) to provide Rapid Re-Housing activities, resulting in 215 individuals experiencing homelessness being rehoused.

Discuss how these outcomes will impact future annual action plans.

Those projects currently under construction will certainly be completed and will add more affordable housing units in the Tulsa area. One of the major delays for major projects is caused by the time it takes to secure all the necessary financing before the projects can get underway.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	156	18
Low-income	73	12
Moderate-income	22	25
Total	109	55

Table 13 – Number of Persons Served

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Street outreach programs for unsheltered persons are not currently funded by the City of Tulsa, but there are outreach programs organized locally by faith-based and non-profit organizations that reach out to unsheltered individuals. For example, Youth Services of Tulsa provides street outreach services to youth as well as a drop-in center providing a safe and inviting environment for young people to access services. Within the Tulsa Continuum there is an Encampment Task Group that periodically visits encampment sites to try to build trust and offer access to services to unsheltered persons.

Addressing the emergency shelter and transitional housing needs of homeless persons

A portion of the Emergency Solutions Grant (ESG) funds were utilized by the City of Tulsa for shelter operations and/or services at Domestic Violence Intervention Services (DVIS), Tulsa Day Center for the Homeless (TDCH), and Youth Services of Tulsa (YST). ESG provided funds for operating costs, and to provide services including, crisis counseling and support for parents and children, case management, and self-sufficiency services for victims of domestic violence. In addition, Community Development Block Grant funds was provided to Youth Services of Tulsa, Inc. to assist with a transitional living program for youth, and Legal Aid Services of Oklahoma to offer legal assistance for persons experiencing homelessness.

DVIS provided trauma-informed group counseling along with individual sessions with Shelter Counseling Advocates. Both sessions support client's self-sufficiency needs as well as mental health needs. During the program year the DVIS shelter provided shelter to 710 victims of domestic violence, sexual assault or human trafficking. Of those served, 265 (duplicated) children received child care services, 435 clients received case management and a total of 1,796 counseling hours were obtained. Two hundred forty-three surveys were returned in the 12 month funding period revealing that 92% of participants claimed they knew more ways to plan for their safety and the safety of their children, 87% stated they knew more about community resources, and 90% said they learned how the effects of domestic violence and/or sexual assault can impact their children. There were a total of 39 clients that reported exits to independent housing, however the number is likely higher due to the fact that some leave without notification of destination.

TDCH provided shelter and essential services to homeless persons by using ESG funds for operational expenses. One of the primary goals of the Day Center is to give people who are experiencing homelessness the tools necessary to rebuild their lives, including help to move into permanent housing and assistance to prevent eviction, once housed. An average of 300 unduplicated individuals seek the services of the Day Center every day and an average of 120 stay in the night shelter. During the program year 1,464 unduplicated clients stayed in the night shelter. Individuals not only have access to shelter but also to various services including food and clothing, case management, laundry, shower and restroom facilities, nurse's clinic, bus tokens and access to telephones and the internet.

YST utilized ESG funds to operate Oklahoma's largest shelter for adolescents. Shelter utilization this year

has shown an increase in the number of shelter services provided, and the number of homeless youth in the community continues to rise. In the most recent school year, there were over 4,000 students experiencing homelessness in Tulsa County. In PY 2016, the shelter served a total of 315 adolescent youth. The shelter program began offering the *Overcoming Obstacles* curriculum to assist youth to improve their social and emotional skills, and youth who exited the shelter are receiving follow-up and after-care from YST. A total of 78% of the youth admitted to the shelter exited to transitional or permanent housing.

Continuum of Care funds were used by the Mental Health Association for transitional housing to serve youth.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

In an effort to prevent homelessness, the City of Tulsa and the Continuum of Care focus on five primary preventative services offered by various provider organizations including:

- Mortgage assistance;
- Rental assistance;
- Utility assistance;
- Counseling/advocacy; and
- Legal assistance

ESG funds were used by Restore Hope Ministries (RHM) to provide Homelessness Prevention in the form of short-term rental assistance to those at risk of becoming homeless. There were a total of 242 individuals assisted including 93 families. Approximately 98% were able to remain housed for at least 6 months after assistance. In addition, to Homelessness Prevention, RHM has a large school supply drive and offers grocery assistance increasing sustainability during a financial crisis. The number of unduplicated individuals decreased due to an increase in the number of clients receiving assistance for multiple months rather than just one month.

Tulsa CARES (TC) provided housing services in the form of short-term rent, mortgage and utility assistance, tenant-based rental assistance, permanent housing placement and supportive services with HOPWA funds as outlined in the HOPWA CAPER which can be found in the appendix.

Publicly funded institutions and systems of care are overseen by the State of Oklahoma. Discharge policies and practices are managed by the designated State agency.

CDBG funds were used by the Community Service Council (CSC) to partially fund the 2-1-1 system providing referrals to multiple organizations that provide services to help people remain housed.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals

and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

YST used CDBG funds to partially fund a transitional housing program that served 74 unaccompanied youth ages 17-22. A total of 19 successfully completed the program and 79% obtained housing in the community. A total of 39 remained in the program at the end of the program year. A total of 78% of participants were employed and 100% participated in job training or educational activities. Through a partnership with Union Public Schools, the GED provider for Tulsa County, YST offers year-round weekly GED classes.

TDCH provided Rapid Re-Housing to individuals and families experiencing homelessness. The program successfully housed a total of 215 individuals including, 139 adults and 76 under the age of 18. Of those housed, 94% remain stably housed at the end of the program year. Of those, 27% were housed the same day, 39% within 2 days, and 85% within 7 days, of the referral being received by the partner agency and. Through a partnership with Domestic Violence Intervention Services, Inc. an average of one client is housed each month. In addition, the program has collaborations with 90 Tulsa properties since the program began in 2014. The program has seen a rise in the number of families entering the program, with an increase from 24% in 2015 to 40% in 2016.

The Tulsa Continuum of Care is one of 70 communities nationwide chosen to participate in the Built for Zero Initiative from Community Solutions. The goal is to reach a “functional zero” count of veteran’s experiencing homelessness and of individuals suffering from chronic homelessness.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

Tulsa Housing Authority (THA) was awarded CDBG funds to provide security and crime awareness through its Think Safety program with increased roving foot patrols and guard shack coverage at the Towne Square Apartments. The additional security coordinated with THA and local law enforcement agencies to identify crime patterns and prevent criminal activity.

Security personnel walked the property, responded to reports of disturbances, developed cooperation among the residents, checked the identification of those loitering on the property, notified the Property Management and THA investigators of any suspicious activity or potential lease violations and worked with local law enforcement to address any criminal activity that was identified. THA investigators and Property Management followed up with any suspected suspicious activity and lease violations and evictions were issued when appropriate.

During the period the added roving patrols were on duty there continued to be notable decrease in the number of assaults reported compared to previous year. In Addition, there were 65 reported incidents that were resolved by security officers provided under the Think Safety grant that did not require law enforcement assistance. The direct presence of security walking around on property continues to be a positive deterrent, has shown a low number of situations involving TPD arrests and has enabled TPD to focus on other high crime areas.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

THA operated Community Centers at all of its public housing apartment communities. Each center was staffed by THA Social Service Coordinators (SSC) that assisted all residents in achieving their individual health, educational and employment goals to ultimately break the cycle of generational poverty. The SSC conducted a needs assessment at the time of move in to help determine the residents' personal needs that must be met before educational and employment aspirations can begin. Personal barriers that prevent self-sufficiency may include a lack of life and parenting skills, clothing, transportation, childcare and chronic health conditions. Once those barriers are addressed, the SSC assists residents in gaining a high school diploma/GED, technical training, higher education or whatever may be necessary to help the residents becoming self-sufficient.

The Social Service Coordinators also worked closely with property managers and the residents regarding the HUD mandated Community Service hours. The Social Service Coordinator assisted each resident in developing a work plan that would meet the time requirement and include options such as on-site programs offered in the resource center, involvement in the Resident Association and its activities, job training, education and local volunteer opportunities. Residents tracked their time and the log was signed by both the resident and Social Service Coordinator or the representative who facilitated the activity.

THA staffed two Family Service Coordinators with funding received under a ROSS Family Service Coordinator grant that provided case management services at six public housing family communities. These Family Service Coordinators completed a needs assessment on all participants in the program and goals were set according to each individual resident's needs. The Family Service Coordinators provided additional job placement assistance, counseling, group networking, and outreach to community resources. The two Family Service Coordinators worked closely with local agencies to bring programs and services to sites.

The Family Self-Sufficiency (FSS) Program provided community support and resources to encourage and assist families towards becoming self-sufficient. The Family Self Sufficiency Coordinator met with interested residents and if selected for the program participants established his or her own set of goals such as employment or homeownership. Monthly meetings were held to assess progress and assist with any barriers in reaching the participant's stated goals. As an incentive, the FSS Program opened an escrow account for each participant. As the family's income increased, contributions were made to the escrow account on their behalf. Once the family is determined to be "Self-Sufficient" by meeting their goals and moving out of public housing, the money in the escrow account will be paid to the participant. No conditions are imposed on the use of the money, but the family is encouraged to pursue homeownership. Information regarding local Homebuyer Education Programs is provided to the family.

Residents of THA communities were actively involved in the planning and development of programs for their communities. The Resident Associations met monthly to discuss concerns as well as plan events and activities for their communities. Each Association has a set of by-laws that have been voted on and approved by the members that outline how their association will operate. Training that includes job duties, parliamentary procedures, communication and financial bookkeeping were provided to all Resident Association officers.

Actions taken to provide assistance to troubled PHAs

The Housing Authority of the City of Tulsa is not designated as troubled.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of Tulsa completed a comprehensive update of its Zoning Code in 2015. The new Zoning Code retains many opportunities for multi-family apartments, duplexes and triplexes, and townhomes. The districts in which these housing types are allowed are distributed throughout the community and are reasonably proximate to jobs, schools, and commerce. However, local development practice over the last 50 years has largely focused on two housing types: single-family homes and large apartment complexes. This development pattern, while ubiquitous in American cities, tends to produce segregated pockets of single-family and multi-family housing, and between these pockets, income disparities and local variations in the quality of life. The City of Tulsa has made changes to its zoning code with the deliberate intention of ‘blurring’ these physical lines of economic segregation over time by introducing and promoting new housing types and opportunities for these types to be used.

The new Zoning Code, effective January 1st, 2016, contains changes that support diverse, affordable housing opportunities including:

- A new, single-family zoning district (RS-5) that allows new, affordable housing types (detailed below) and also the co-mingling of certain, previously segregated single-family and multi-family residential building types. This new district is available for future rezoning initiated by property owners or local government.
- Similarly, there is a new mixed use zoning district that will allow the creation of new owner and rental housing in close proximity to jobs, goods, and services, and it has already been requested by, and granted to, private property owners.
- Through text descriptions and diagrams, the new Zoning Code promotes new affordable, single-family and multi-family residential building types that have been overlooked locally including:
 - Cottage Houses – multiple, small, single-family houses that can be clustered on a single lot with shared open-space.
 - Patio Houses – Single-family homes that have one interior side-yard setback reduced to as little as zero. Single-family neighborhoods that employ this “zero-lot-line” technique can be platted at considerably higher densities, thus reducing land costs.
 - Multi-unit houses – Multi-family structures with design and scale limitations which allow them to be physically compatible with single-family neighborhoods. These structures can have only one front door visible from the street and do not allow parking in the front yard. They are particularly useful in transition areas between single-family neighborhoods and multi-family, commercial, and mixed-use districts.

These three housing types, promoted and allowed in certain districts, are described as “stealthy density”, in that they can introduce density and affordability and yet still harmonize with nearby single-family neighborhoods.

Strategies like stealthy density are consistent with PLANiTULSA, our city's Comprehensive Plan. This plan features various land use, mobility, and quality of life strategies designed to work congruently to increase density, transit, walkable urban districts, and diverse housing opportunities throughout the City.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

In PY 2015, the City of Tulsa provided funds to twenty-nine (29) external agencies and two city departments to conduct thirty-eight (38) activities. One additional PY 2015 funded public facility project was completed during the program year. By awarding funds to a variety of agencies and multiple activities, the City assisted in addressing obstacles to meet the underserved needs of the community. In addition, TulsaCares utilized HOPWA funds to support people with HIV/AIDS.

CDBG funds were used to provide public service activities to 28,534 persons. These activities served youth, battered persons, and abused and neglected children. The funds also assisted people with transportation needs, employment and training services, health services and referrals to a variety of much needed services. ESG funds were used to assist 2,952 persons. Homelessness Prevention assistance was provided to 242 persons and Rapid Re-Housing assisted 219. Shelter provided services were utilized by 2495 people. HOPWA funds served a total of 177 people. One hundred sixty (166) received some type of housing assistance while another 11 received support services.

This year two public facilities and improvement projects received funding. Both were completed complete serving 7,519 low and moderate income clientele. Additionally a PY15 funded public facilities and improvement project was completed severing a further 299 low and moderate income clientele.

Through an economic development activity for small business loans, 79 jobs were created or retained. Fifty-nine were full time and 20 were part time, this equates to a full time equivalent total of 68 jobs. Eighty-nine percent of the total jobs created or retained were filled by low and moderate income persons. Through an economic development activity for micro-enterprises 14 new businesses were assisted during the program year.

Additionally CDBG funds were utilized to demolish sixty-two dilapidated structures.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

All programs that provided rehabilitation to owner occupied homes inspected each house built prior to 1978 for lead-based paint (LBP) hazards using a Certified LBP inspector or risk assessor. In homes where an inspection confirmed the presence of LBP (or it was presumed), all contractors were required to implement safe work practices during the rehabilitation work in accordance with HUD's Lead-Safe Housing Rule. The City's Working in Neighborhood Department prequalified contractors to work on HUD-funded projects and all were trained in lead-safe work practices.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

To attempt to break the cycle of poverty for the City's youth, the City continued to fund education programs and provide after school programs and transitional living programs for youth. In addition, educational needs and employment training of low income parents was also addressed with CDBG funding. Other programs offered mentoring to people released from prison and assistance to victims of abuse. Services to help homeless individuals on a path to self-sufficiency were also conducted during the program year.

The Tulsa Housing Authority's Family Self-Sufficiency (FSS) Program also provided resources to assist families toward becoming self-sufficient. Selected participants established goals, such as employment or homeownership, and THA opened an escrow account on the family's behalf. Families meeting their goals moved out of public housing.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Program year 2016 goals and priorities were set with input from the public, non-profit organizations and the City's HUD Community Development Committee. In October grant applicants were informed of the City's goals, priorities and target areas. Once funding was awarded, the HUD Community Development Committee (CDC) continued to review the performance of projects and programs during the year.

The City of Tulsa utilized City departments as well as non-profit organizations, community and faith-based organizations, developers, and social service agencies to carry out projects for the second year of the City's five-year plan. Multiple philanthropic organizations throughout the City also provide funding to the same projects/programs funded with HUD grant dollars. These leveraged dollars allowed our grant recipients to continue or expand their programs during the year.

Assisting low and moderate income persons and especially the unemployed is critical to the economic success of the City of Tulsa; therefore the City funded programs that assist such persons in becoming economically self-sufficient through skills training and workforce development services. The City of Tulsa also addressed economic opportunities by providing funding to a Community Development Financial Institution (CDFI) to provide loans to businesses normally excluded from the economic mainstream so that jobs would be created through the development, stabilization and expansion of small businesses.

To ensure continued compliance with the HEARTH Act, Grants Administration (GA) worked closely with the city's Continuum of Care and Emergency Solutions grant recipients serving the homeless. During the year, Tulsa's Project Sponsor for the HOPWA grant constructed a new facility using private funds. The expansion of their new location allows Tulsa Cares to better serve their target population by offering more services. It also gives the Project Sponsor more space to build relationships and collaborate with other organizations, besides giving their clients better access to public transportation.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Tulsa benefits from a strong and cohesive coalition of local government officials, service providers, lenders, and volunteers. These various groups coordinate effectively to avoid duplication of services and facilitate a delivery system which meets the needs of Tulsa's various populations.

The City continued its public outreach effort to educate and engage the public regarding HUD Grants and televised all HUD Community Development Committee meetings.

Coordination and integration of ESG-funded activities with other programs in the area covered by the CoC, provided a strategic, community-wide system to prevent and end homelessness.

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Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City's designated department for fair housing is the Human Rights Department (HRD). During PY 2016, there were two housing-related complaints received by the Mayor's Office for Human Rights Compliance Division. One case was regarding a lack of reasonable accommodation, and one case was regarding denial of housing. Both complaints have been closed; one resolved within the department through conciliation to bring issue to compliance, while the other was closed due to the complainants' failure to cooperate with HRD staff. HRD's Compliance Division continued to work with the U.S. Department of Housing and Urban Development and Legal Aid of Tulsa to provide support to all housing-related complaints.

The City partners with the Tulsa Area Fair Housing Partnership ("TAFHP") to provide outreach activities for the general public, home buyers/renters, and realtors/landlords. In August the Partnership collaborated with other agencies to conduct a Backpack Drive in West Tulsa. Volunteers used this event to distribute Fair Housing information and provide information on fair housing issues to attendees. In September the Partnership hosted the "Annual Landlord Training" in conjunction with the Greater Tulsa Association of REALTORS®. Attendees included local real estate and leasing professionals, rental and apartment managers, and other housing professionals. The event focused on: 1) Reasonable Accommodations with Emphasis on Assistance and Service Animals as well as Hoarders and 2) Information on the HUD guidance on the use of criminal history in background screening for rental housing.

Several Fair Housing events were held during Fair Housing Month in April. A state-wide seminar was held in Midwest City "Design and Construction: Disability and Accessibility in Housing" in collaboration with the Oklahoma Health Equity Campaign. Housing professionals, developers, and city community development departments from across the state attended this seminar which focused on public facility and housing accessibility. Legal Aid also held a Fair Housing and Expungement Workshop in Tulsa at the South Tulsa Community House to provide fair housing information and free on-site legal consultations with those needing help in this area. The event was targeted to persons experiencing barriers to housing access because of a criminal history.

In May, the Partnership hosted its "6th Annual Film Screening at Living Arts" event to show the film "The House We Live In". Following the film was a discussion led by a panel of experts on fair housing and immigration with a focus on current fair housing issues/concerns occurring in Tulsa. Housing professionals as well as concerned community residents attended this event. The Community Service Council spearheaded another May training event to provide information on the Housing Choice Voucher Program. The training was specifically targeted to landlords with small inventories to promote participation in the program and to educate landlords on the requirements and responsibilities.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

All funded projects and agencies were assigned a risk factor rating to identify which projects were to be monitored on-site during the year. This assessment rates risks based upon the type of project, compliance issues, complexity of the project, and known capacity of the agency. Agencies with a high risk rating were selected for formal onsite monitoring as well as those programs not monitored recently. GA utilizes the HUD CPD Monitoring Handbook as its standard and guideline for each formal monitoring visit. Desk monitoring of all HUD funded programs and projects were conducted throughout the year to ensure compliance with regulations and agreement requirements. Physical projects are inspected on a periodic basis until completion to confirm construction/rehabilitation projects are progressing and funds are being spent as planned.

For new HOME rental projects, on-site inspections occur throughout the project and the first on-site monitoring occurs within 12 months after project completion. Because of the 2013 HOME Final Rule, unless a rental project is considered a high risk property, HOME monitoring schedules have been adjusted to ensure these on-site monitoring visits for rental properties still under the period of affordability are conducted at least every three years. The Rental Annual Reporting requirements included in each rental written agreement does ensure that the properties have a desk monitoring review and that they remain financially viable and are operated/managed according to the HOME requirements.

It is the policy of the City of Tulsa to encourage the use of minority or woman owned businesses in contracting opportunities. As part of HUD's grant requirements and written agreements, agencies performing construction and rehabilitation projects are encouraged to hire Section 3 residents and/or utilize Section 3 businesses and WMBE businesses when contracting or subcontracting.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

In accordance with the Citizen Participation Plan, the City of Tulsa posted notices in the Tulsa World and the Oklahoma Eagle, a minority newspaper, ten days in advance of public hearings. In addition, notice was posted on the City's website and social media sites. The draft CAPER will be available for public comment from August 30 – September 14. A Public Hearing will be held on September 14.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City of Tulsa did not make any changes to the CDBG program objectives during the year. The City monitored the expenditure of CDBG funds throughout the year to ensure that projects awarded funds, either during this year or from prior periods, were completed and dollars expended.

As per Ordinance 23362, agencies that did not expend all awarded funds were asked to provide certain documentation in order to carryover funds into the next program year. Instances where sufficient documentation was not provided resulted in funds being recaptured and reprogrammed by the City.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

The City of Tulsa did not have any Brownfields Economic Development Initiatives during PY 2016.

DRAFT

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

All HOME rental projects subject to the affordability period were monitored during the program year, although onsite visits were not performed at properties determined to be low risk. Annual monitoring includes financial, occupancy, marketing, property condition, and management reports which are submitted each year according to the established rental monitoring schedule. Onsite inspections of units and review of tenant files were also completed as listed below. Since the 2013 HOME Final Rule for onsite monitoring no longer requires this to be completed every year, projects with no findings or concerns from the previous onsite monitoring are identified as low risk. These properties are then scheduled for an onsite monitoring in a two or three-year cycle. There are currently 20 developments under the period of affordability, 12 are multi-family and 8 are elderly complexes.

Community Action Project in Tulsa County (CAPTC): Norwood and Brightwaters Apartments – a total of 141 HOME units. No findings or concerns were found during the previous onsite monitoring. The next scheduled monitoring will occur in March 2018.

Carland Group, LLC: Cherokee Meadows (Senior Housing) – a total of 3 HOME units.

- A review of 3 out of 3 (100%) tenant files of the HOME-assisted units was performed to verify compliance with:
 - Income calculations and documentation according to HUD's Part 5 income determinations and HUD's 2016 income limits for Tulsa
 - Leases and rent charges to verify the appropriate HOME rental rates and utility allowances as approved by GA and in compliance with HOME rental rates limits and utility allowances
- An inspection of 3 out of 3 (100%) HOME-assisted units was completed to ensure compliance with Tulsa's local codes as adopted from the International Property Maintenance Code
- Overall inspection of complex exterior, surroundings, and common areas was performed

No findings or concerns were found. The next scheduled monitoring will occur in May 2020.

Tulsa Day Center for the Homeless: Hudson Villas (Multi-Family with 18 units part of a SHP initiative) – a total of 30 HOME units.

- A review of 6 out of 30 (20%) tenant files of the HOME-assisted units was performed to verify compliance with:
 - Income calculations and documentation according to HUD's Part 5 income determinations and HUD's 2015 or 2016 income limits for Tulsa

- Leases and rent charges to verify the appropriate HOME rental rates and utility allowances as approved by GA and in compliance with HOME rental rates limits and utility allowances
- An inspection of 6 out of 30 (20%) HOME-assisted units was completed to ensure compliance with Tulsa's local codes as adopted from the International Property Maintenance Code
- Overall inspection of complex exterior, surroundings, and common areas was performed

Overall, TDCH is continuing to operate Hudson Villas adequately. A few of the tenant files reviewed revealed some minor compliance issues, but all issues were resolved within a few days of the monitoring visit. The next scheduled monitoring will occur in May 2019.

Vintage Housing: Brookhollow Landing, Cornerstone Village, Country Oaks, Heritage Landing, and Park Village – a total of 94 HOME units. No findings or concerns were found during the previous onsite monitoring. The next scheduled monitoring will occur in April 2018.

Mental Health Association in Tulsa (MHAT) now dba Mental Health Association Oklahoma (MHA): Velda Rose, Autumn Ridge, Abbey Road, and Ranch Acres Manor – a total 246 HOME units.

- A review of 64 out of 246 (26%) tenant files of the HOME-assisted units was performed to verify compliance with:
 - Income calculations and documentation according to HUD's Part 5 income determinations and HUD's 2015 or 2016 income limits for Tulsa
 - Leases and rent charges to verify the appropriate HOME rental rates and utility allowances as approved by GA and in compliance with HOME rental rates limits and utility allowances
- An inspection of 51 out of 246 (20%) HOME-assisted units was completed to ensure compliance with Tulsa's local codes as adopted from the International Property Maintenance Code
- Overall inspection of all complex exterior, surroundings, and common areas was performed

Overall, MHA is continuing to operate the four (4) HOME-funded properties adequately. A few of the tenant files reviewed at several of the locations were missing required documentation for income certification, but issues were resolved promptly. Some of the leases issued in conjunction with the Tulsa Housing Authority (THA) Housing Choice Voucher program were above the approved rental rates. Resolution with THA is underway to ensure new leases are issued at the correct rental amount. The next scheduled monitoring will occur in February 2018.

Housing Partners of Tulsa (HPT): Latimer Phase I, Haskell Phase II, Newton Phase II, Osage North Phase IV, Nogales Phase V (All Multi-Family); HOPE VI Latimer Mid-Rise and Latimer Phase I (Elderly) – a total of 207 HOME units. No findings or concerns were found during the previous onsite monitoring. The next onsite monitoring is scheduled for September 2017.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

GA includes in its grant administration policies that all housing projects include an Affirmative Fair Housing Marketing Plan (AFHMP) that follows the Affirmative Fair Housing Policy established by GA.

These plans are required with each application for a housing project and must be updated periodically until land use restrictions on the property have expired. Yearly rental reporting requirements include a review of the most recent AFHMP for each property location and a narrative to report the outcome of the marketing and outreach efforts and any changes that will be made for the following year. The Tulsa Area Fair Housing Partnership (TAFHP) members play a big part in the education, awareness, and outreach efforts in the city. Subrecipients and local housing developers are among the members of this organization and help carry out the TAFHP plans.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

Program income was received from previously funded down payment assistance projects. Assisted Homeowners sold the property prior to completion of the affordability period. The total amount of program income received was \$12,782.56. The program income was applied to two homeowner rehabilitation activities and five down payment assistance activities. The following table describes the characteristics of the households.

Household Type	Household Size	Household Race/Ethnicity	Household Income
Single Parent	3	Black/African American Not Hispanic	60+ to 80%
Elderly	1	Black/African American Not Hispanic	<30%
Single Parent	3	Black/African American Not Hispanic	50+% to 60%
Two Parents	5	Asian Not Hispanic	30+% to 50%
Single Parent	3	White Not Hispanic	50+% to 60%
Other	2	White Not Hispanic	60+ to 80%
Single Parent	3	White Not Hispanic	60+ to 80%

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

Not applicable

DRAFT

CR-55 - HOPWA 91.520(e)

Identify the number of individuals assisted and the types of assistance provided

Table for report on the one-year goals for the number of households provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance payments to prevent homelessness of the individual or family; tenant-based rental assistance; and units provided in housing facilities developed, leased, or operated with HOPWA funds.

Number of Households Served Through:	One-year Goal	Actual
Short-term rent, mortgage, and utility assistance payments	48	129
Tenant-based rental assistance	35	37
Units provided in transitional housing facilities developed, leased, or operated with HOPWA funds	0	0
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0	0
Total	83	166

Table 14 – HOPWA Number of Households Served

Narrative

The Tulsa CARES Housing Program has successfully administered the Housing Opportunities for Persons with AIDS (HOPWA) program since 1995. The housing program is designed to work collaboratively with other programs and service providers to identify and develop short- and long-term strategies for meeting the needs of low-income people living with HIV/AIDS and their families. Overarching housing program client goals include: 1) to establish or better maintain a stable living environment for program clients, 2) to improve access to HIV treatment and other health care support, and 3) to prevent homelessness among households living with HIV/AIDS. The actual numbers listed above do not account for duplications. More detail regarding the PY 2016 HOPWA funded Housing Program goals are provided in the HOPWA CAPER (See Section 4).

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in e-snaps

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	TULSA
Organizational DUNS Number	078662251
EIN/TIN Number	736005470
Identify the Field Office	OKLAHOMA CITY
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	TULSA CITY/COUNTY

ESG Contact Name

Prefix	0
First Name	Gary
Middle Name	0
Last Name	Hamer
Suffix	0
Title	CAPITAL PLANNING AND GRANTS ADMINISTRATION MANAGER

ESG Contact Address

Street Address 1	175 E 2nd Street, Suite 480
Street Address 2	
City	Tulsa
State	OK
ZIP Code	74103
Phone Number	9185967573
Extension	
Fax Number	
Email Address	GHamer@cityoftulsa.org

ESG Secondary Contact

Prefix	0
First Name	Rhys
Last Name	Williams
Suffix	0
Title	0
Phone Number	9185962604
Extension	0
Email Address	rhyswilliams@cityoftulsa.org

2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2016
Program Year End Date	06/30/2017

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name	Community Service Council of Greater Tulsa, Inc.
City	Tulsa
State	Oklahoma
Zip Code	74119
DUNS Number	164638207
Is subrecipient a victim services	No
Subrecipient Organization Type	Not-for-profit
ESG Subgrant or Contract Award	\$8,515

Subrecipient or Contractor Name	Domestic Violence Intervention Services, Inc.
City	Tulsa
State	Oklahoma
Zip Code	74135
DUNS Number	11449977
Is subrecipient a victim services	Yes
Subrecipient Organization Type	Not-for-profit
ESG Subgrant or Contract Award	\$69,333

Subrecipient or Contractor Name	Restore Hope Ministries, Inc.
City	Tulsa
State	Oklahoma
Zip Code	74127
DUNS Number	602857468
Is subrecipient a victim services	No
Subrecipient Organization Type	Not-for-profit
ESG Subgrant or Contract Award	\$35,000

Subrecipient or Contractor Name	Tulsa Day Center for the Homeless, Inc.
City	Tulsa
State	Oklahoma
Zip Code	74103
DUNS Number	938338324
Is subrecipient a victim services	No
Subrecipient Organization Type	Not-for-profit
ESG Subgrant or Contract Award	RRH \$80,481.28 Shelter \$44,190

Subrecipient or Contractor Name	Youth Services of Tulsa, Inc.
City	Tulsa
State	Oklahoma
Zip Code	74120
DUNS Number	121254585
Is subrecipient a victim services	No
Subrecipient Organization Type	Not-for-profit
ESG Subgrant or Contract Award	\$56,761

CR-65 - Persons Assisted

The Following information is now collected using HUD's ESG-CAPER Annual Reporting Tool (eCart). See Section 4 – Additional Report for more detail.

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 15 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 16 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 17 – Shelter Information

4d. Street Outreach

Number of Persons in	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 18 – Household Information for Street Outreach**4e. Totals for all Persons Served with ESG**

Number of Persons in	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 19– Household Information for Persons Served with ESG**5. Gender—Complete for All Activities**

	Total
Male	0
Female	0
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 20 - Gender Information

6. Age—Complete for All Activities

	0
Under 18	0
18-24	0
25 and over	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 191 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans	0	0	0	0
Victims of Domestic Violence	0	0	0	0
Elderly	0	0	0	0
HIV/AIDS	0	0	0	0
Chronically	0	0	0	0
Persons with Disabilities:				
Severely Mentally Ill	0	0	0	0
Chronic Substance Abuse	0	0	0	0
Other Disability	0	0	0	0
Total (unduplicated if	0	0	0	0

Table 202 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

8. Shelter Utilization

Number of New Units – Rehabbed	0
Number of New Units – Conversion	0
Total Number of bed - nights available	81,395
Total Number of bed - nights provided	66,707
Capacity Utilization	81.95%

Table 23 – Shelter Capacity

9. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

A. Emergency Shelter - Percentage of households exiting from emergency shelter into transitional or permanent housing (excluding youth and DV shelters): Thirty percent shelter stayers that completed exit interviews exited to transitional or permanent housing.

B. Prevention & Rapid Rehousing - Percentage of clients who remained in permanent housing within six (6) months following the last receipt of assistance:

Approximately 99% of clients that received homeless prevention assistance did not stay at any of the area shelters that report into HMIS at either of the intervals and 93% maintained their current resident for at least 6 months after assistance.

Ninety four percent (94%) of clients that received rapid rehousing assistance did not stay at any of the area shelters after exit that report into HMIS.

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Expenditures for Rental Assistance	23,298	35,000	35,000
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	23,298	35,000	35,000

Table 214 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Expenditures for Rental Assistance	47,285.42	36,071.60	35689.68
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	21,218.19	19,464.28	18217.94
Expenditures for Housing Relocation & Stabilization Services - Services	25,525.61	13,933.35	26266.41
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0		
Subtotal Rapid Re-Housing	94,029.22	69,469.23	80174.03

Table 25 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Essential Services	45,015.69	80,215.00	122,072.90
Operations	87,057.72	60,241.72	43,112.60
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	132,073.41	140,456.72	165,185.50

Table 22 – ESG Expenditures for Emergency Shelter**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Street Outreach	0	0	0
HMIS	8,176	8,611	8,515
Administration	17,914.63	24,050.37	21,285

Table 23 - Other Grant Expenditures**11e. Total ESG Grant Funds**

Total ESG Funds	2014	2015	2016
	275,491	277,587.32	310,159.53

Table 24 - Total ESG Funds Expended

11f. Match Source

	2014	2015	2015
Other Non-ESG HUD Funds	8,176.00		
Other Federal Funds	0	16,248.93	16,248.93
State Government	35,376.00	40,215	40,215
Local Government	17,914.63	24,050.37	24,050.37
Private Funds	146,449.22	179,537.36	179,537.36
Other	67,575.41	17,535.67	17,535.67
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	275,491.26	277,587.32	277,587.32

Table 259 - Other Funds Expended on Eligible ESG Activities**11g. Total**

Total Amount of Funds	2013	2014	2015
	586,999.45	550,983	555,174.64

Table 30 - Total Amount of Funds Expended on ESG Activities

Attachment A – HOPWA CAPER



Housing Opportunities for Persons with AIDS (HOPWA) Program

Consolidated Annual Performance and Evaluation Report (CAPER**) Measuring Performance Outcomes**

Revised 1/22/15

OMB Number 2506-0133 (Expiration Date: 12/31/2017)

The CAPER report for HOPWA formula grantees provides annual information on program accomplishments that supports program evaluation and the ability to measure program beneficiary outcomes as related to: maintain housing stability; prevent homelessness; and improve access to care and support. This information is also covered under the Consolidated Plan Management Process (CPMP) report and includes Narrative Responses and Performance Charts required under the Consolidated Planning regulations. The public reporting burden for the collection of information is estimated to average 42 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 60 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Grantees are required to report on the activities undertaken only, thus there may be components of these reporting requirements that may not be applicable. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a valid OMB control number.

Overview. The Consolidated Annual Performance and Evaluation Report (CAPER) provides annual performance reporting on client outputs and outcomes that enables an assessment of grantee performance in achieving the housing stability outcome measure. The CAPER, in conjunction with the Integrated Disbursement Information System (IDIS), fulfills statutory and regulatory program reporting requirements and provides the grantee and HUD with the necessary information to assess the overall program performance and accomplishments against planned goals and objectives.

HOPWA formula grantees are required to submit a CAPER, and complete annual performance information for all activities undertaken during each program year in the IDIS, demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER and IDIS data to obtain essential information on grant activities, project sponsors, Subrecipient organizations, housing sites, units and households, and beneficiaries (which includes racial and ethnic data on program participants). The Consolidated Plan Management Process tool (CPMP) provides an optional tool to integrate the reporting of HOPWA specific activities with other planning and reporting on Consolidated Plan activities.

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Continued Use Periods. Grantees that received HOPWA funding for new construction, acquisition, or substantial rehabilitations are required to operate their facilities for HOPWA-eligible beneficiaries for a ten (10) years period. If no further HOPWA funds are used to support the facility, in place of completing Section 7B of the CAPER, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 6 in CAPER. The required use period is three (3) years if the rehabilitation is non-substantial.

In connection with the development of the Department's standards for Homeless Management Information Systems (HMIS), universal data elements are being collected for clients of HOPWA-funded homeless assistance projects. These project sponsor/subrecipient records would include: Name, Social Security Number, Date of Birth, Ethnicity and Race, Gender, Veteran Status, Disabling Conditions, Residence Prior to Program Entry, Zip Code of Last Permanent Address, Housing Status, Program Entry Date, Program Exit Date, Personal Identification Number, and Household Identification Number. These are intended to match the elements under HMIS. The HOPWA program-level data elements include: Income and Sources, Non-Cash Benefits, HIV/AIDS Status, Services Provided, and Housing Status or Destination at the end of the operating year. Other suggested but optional elements are: Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Date of Contact, Date of Engagement, Financial

Assistance, Housing Relocation & Stabilization Services, Employment, Education, General Health Status, , Pregnancy Status, Reasons for Leaving, Veteran's Information, and Children's Education. Other HOPWA projects sponsors may also benefit from collecting these data elements.

Final Assembly of Report. After the entire report is assembled, please number each page sequentially.

Filing Requirements. Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee's State or Local HUD Field Office, and to the HOPWA Program Office: at HOPWA@hud.gov. Electronic submission to HOPWA Program office is preferred; however, if electronic submission is not possible, hard copies can be mailed to: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C.

Record Keeping. Names and other individual information must be kept confidential, as required by 24 CFR 574.440. However, HUD reserves the right to review the information used to complete this report for grants management oversight purposes, except for recording any names and other identifying information. **In the case that HUD must review client level data, no client names or identifying information will be retained or recorded. Information is reported in aggregate to HUD without personal identification. Do not submit client or personal information in data systems to HUD.**

Definitions

Adjustment for Duplication: Enables the calculation of unduplicated output totals by accounting for the total number of households or units that received more than one type of HOPWA assistance in a given service category such as HOPWA Subsidy Assistance or Supportive Services. For example, if a client household received both TBRA and STRMU during the operating year, report that household in the category of HOPWA Housing Subsidy Assistance in Part 3, Chart 1, Column [1b] in the following manner:

HOPWA Housing Subsidy Assistance		[1] Outputs: Number of Households
1.	Tenant-Based Rental Assistance	37
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units	0
2b.	Transitional/Short-term Facilities: Received Operating Subsidies	0
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year	0
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year	0
4.	Short-term Rent, Mortgage, and Utility Assistance	129
5.	Adjustment for duplication (subtract)	6
6.	TOTAL Housing Subsidy Assistance (Sum of Rows 1-4 minus Row 5)	160

Administrative Costs: Costs for general management, oversight, coordination, evaluation, and reporting. By statute, grantee administrative costs are limited to 3% of total grant award, to be expended over the life of the grant. Project sponsor administrative costs are limited to 7% of the portion of the grant amount they receive.

Beneficiary(ies): All members of a household who received HOPWA assistance during the operating year including the one individual who qualified the household for HOPWA assistance as well as any other members of the household (with or without HIV) who benefitted from the assistance.

Central Contractor Registration (CCR): The primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Both current and potential federal government registrants (**grantees**) are required to register in CCR in order to be awarded contracts by the federal government. Registrants must update or renew their registration at least once per year to maintain an active status. Although recipients of direct federal contracts and grant awards have been required to be registered with CCR since 2003, this requirement is now being extended to indirect recipients of federal funds with the passage of ARRA (American Recovery and Reinvestment Act). Per ARRA and FFATA (Federal Funding Accountability and Transparency Act) federal regulations, all **grantees** and sub-grantees or subcontractors receiving federal grant awards or contracts must have a DUNS (Data Universal Numbering System) Number.

Chronically Homeless Person: An individual or family who : (i) is homeless and lives or resides individual or family who: (i) Is homeless and lives or resides in a place not meant for human habitation, a safe haven, or in an emergency shelter; (ii) has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years; and (iii) has an adult head of household (or a minor head of household if no adult is present in the household) with a diagnosable substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002)), post traumatic stress disorder, cognitive impairments resulting from a brain injury, or chronic physical illness or disability, including the co-occurrence of 2 or more of those conditions. Additionally, the statutory definition includes as chronically homeless a person who currently lives or resides in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital or other similar facility, and has resided there for fewer than 90 days if such person met the other criteria for homeless prior to entering that facility. (See 42 U.S.C. 11360(2)) This does not include doubled-up or overcrowding situations.

Disabling Condition: Evidencing a diagnosable substance use disorder, serious mental illness, developmental disability, chronic physical illness, or disability, including the co-occurrence of two or more of these conditions. In addition, a disabling condition may limit an individual's ability to work or perform one or more activities of daily living. An HIV/AIDS diagnosis is considered a disabling condition.

Facility-Based Housing Assistance: All eligible HOPWA Housing expenditures for or associated with supporting facilities including community residences, SRO dwellings, short-term facilities, project-based rental units, master leased units, and other housing facilities approved by HUD.

Faith-Based Organization: Religious organizations of three types: (1) congregations; (2) national networks, which include national denominations, their social service arms (for example, Catholic Charities, Lutheran Social Services), and networks of related organizations (such as YMCA and YWCA); and (3) freestanding religious organizations, which are incorporated separately from congregations and national networks.

Grassroots Organization: An organization headquartered in the local community where it provides services; has a social services budget of \$300,000 or less annually, and six or fewer full-time equivalent employees. Local affiliates of national organizations are not considered

“grassroots.”

HOPWA Eligible Individual: The one (1) low-income person with HIV/AIDS who qualifies a household for HOPWA assistance. This person may be considered “Head of Household.” When the CAPER asks for information on eligible individuals, report on this individual person only. Where there is more than one person with HIV/AIDS in the household, the additional PWH/A(s), would be considered a beneficiary(s).

HOPWA Housing Information Services: Services dedicated to helping persons living with HIV/AIDS and their families to identify, locate, and acquire housing. This may also include fair housing counseling for eligible persons who may encounter discrimination based on race, color, religion, sex, age, national origin, familial status, or handicap/disability.

HOPWA Housing Subsidy Assistance Total: The unduplicated number of households receiving housing subsidies (TBRA, STRMU, Permanent Housing Placement services and Master Leasing) and/or residing in units of facilities dedicated to persons living with HIV/AIDS and their families and supported with HOPWA funds during the operating year.

Household: A single individual or a family composed of two or more persons for which household incomes are used to determine eligibility and for calculation of the resident rent payment. The term is used for collecting data on changes in income, changes in access to services, receipt of housing information services, and outcomes on achieving housing stability. Live-In Aides (see definition for Live-In Aide) and non-beneficiaries (e.g. a shared housing arrangement with a roommate) who resided in the unit are not reported on in the CAPER.

Housing Stability: The degree to which the HOPWA project assisted beneficiaries to remain in stable housing during the operating year. See *Part 5: Determining Housing Stability Outcomes* for definitions of stable and unstable housing situations.

In-kind Leveraged Resources: These involve additional types of support provided to assist HOPWA beneficiaries such as volunteer services, materials, use of equipment and building space. The actual value of the support can be the contribution of professional services, based on customary rates for this specialized support, or actual costs contributed from other leveraged resources. In determining a rate for the contribution of volunteer time and services, use the rate established in HUD notices, such as the rate of ten dollars per hour. The value of any donated material, equipment, building, or lease should be based on the fair market value at time of donation. Related documentation can be from recent bills of sales, advertised prices, appraisals, or other information for comparable property similarly situated.

Leveraged Funds: The amount of funds expended during the operating year from non-HOPWA federal, state, local, and private sources by grantees or sponsors in dedicating assistance to this client population. Leveraged funds or other assistance are used directly in or in support of HOPWA program delivery.

Live-In Aide: A person who resides with the HOPWA Eligible Individual and who meets the following criteria: (1) is essential to the care and well-being of the person; (2) is not obligated for the support of the person; and (3) would not be living in the unit except to provide the necessary supportive services. See the *Code of Federal Regulations Title 24, Part 5.403 and the HOPWA Grantee Oversight Resource Guide* for additional reference.

Master Leasing: Applies to a nonprofit or public agency that leases units of housing (scattered-sites or entire buildings) from a landlord, and subleases the units to homeless or low-income tenants. By assuming the tenancy burden, the agency facilitates housing of clients who may not be able to maintain a lease on their own due to poor credit, evictions, or lack of sufficient income.

Operating Costs: Applies to facility-based housing only, for facilities that are currently open. Operating costs can include day-to-day housing

function and operation costs like utilities, maintenance, equipment, insurance, security, furnishings, supplies and salary for staff costs directly related to the housing project but not staff costs for delivering services.

Outcome: The degree to which the HOPWA assisted household has been enabled to establish or maintain a stable living environment in housing that is safe, decent, and sanitary, (per the regulations at 24 CFR 574.310(b)) and to reduce the risks of homelessness, and improve access to HIV treatment and other health care and support.

Output: The number of units of housing or households that receive HOPWA assistance during the operating year.

Permanent Housing Placement: A supportive housing service that helps establish the household in the housing unit, including but not limited to reasonable costs for security deposits not to exceed two months of rent costs.

Program Income: Gross income directly generated from the use of HOPWA funds, including repayments. See grant administration requirements on program income for state and local governments at 24 CFR 85.25, or for non-profits at 24 CFR 84.24.

Project-Based Rental Assistance (PBRA): A rental subsidy program that is tied to specific facilities or units owned or controlled by a project sponsor or Subrecipient. Assistance is tied directly to the properties and is not portable or transferable.

Project Sponsor Organizations: Any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee to provide eligible housing and other support services or administrative services as defined in 24 CFR 574.300. Project Sponsor organizations are required to provide performance data on households served and funds expended. Funding flows to a project sponsor as follows:

HUD Funding → Grantee → Project Sponsor

Short-Term Rent, Mortgage, and Utility (STRMU) Assistance: A time-limited, housing subsidy assistance designed to prevent homelessness and increase housing stability. Grantees may provide assistance for up to 21 weeks in any 52 week period. The amount of assistance varies per client depending on funds available, tenant need and program guidelines.

Stewardship Units: Units developed with HOPWA, where HOPWA funds were used for acquisition, new construction and rehabilitation that no longer receive operating subsidies from HOPWA. Report information for the units is subject to the three-year use agreement if rehabilitation is non-substantial and to the ten-year use agreement if rehabilitation is substantial.

Subrecipient Organization: Any organization that receives funds from a project sponsor to provide eligible housing and other support services and/or administrative services as defined in 24 CFR 574.300. If a subrecipient organization provides housing and/or other supportive services directly to clients, the subrecipient organization must provide performance data on household served and funds expended. Funding flows to subrecipients as follows:

HUD Funding → Grantee → Project Sponsor → Subrecipient

Tenant-Based Rental Assistance (TBRA): TBRA is a rental subsidy program similar to the Housing Choice Voucher program that grantees can provide to help low-income households access affordable housing. The TBRA voucher is not tied to a specific unit, so tenants may move to a different unit without losing their assistance, subject to individual program rules. The subsidy amount is determined in part based on household income and rental costs associated with the tenant's lease.

Transgender: Transgender is defined as a person who identifies with, or presents as, a gender that is different from his/her gender at birth.

Veteran: A veteran is someone who has served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

Housing Opportunities for Person with AIDS (HOPWA) Consolidated Annual Performance and Evaluation Report (CAPER) Measuring Performance Outputs and Outcomes

OMB Number 2506-0133 (Expiration Date: 10/31/2017)

Part 1: Grantee Executive Summary

As applicable, complete the charts below to provide more detailed information about the agencies and organizations responsible for the administration and implementation of the HOPWA program. Chart 1 requests general Grantee Information and Chart 2 is to be completed for each organization selected or designated as a project sponsor, as defined by CFR 574.3. In Chart 3, indicate each subrecipient organization with a contract/agreement of \$25,000 or greater that assists grantees or project sponsors carrying out their administrative or evaluation activities. In Chart 4, indicate each subrecipient organization with a contract/agreement to provide HOPWA-funded services to client households. These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definition section for distinctions between project sponsor and subrecipient.

Note: If any information does not apply to your organization, please enter N/A. Do not leave any section blank.

1. Grantee Information

HUD Grant Number OKH16F002		Operating Year for this report From (mm/dd/yy) 07/01/2016 To (mm/dd/yy) 06/30/2017		
Grantee Name City of Tulsa				
Business Address		175 E. 2 nd Street, Suite 480		
City, County, State, Zip	Tulsa	Tulsa	OK	74103
Employer Identification Number (EIN) or Tax Identification Number (TIN)		73-6005470		
DUN & Bradstreet Number (DUNs):		078662251	Central Contractor Registration (CCR): Is the grantee's CCR status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide CCR Number: 3SYT1	
Congressional District of Grantee's Business Address		11		
*Congressional District of Primary Service Area(s)				
*City(ies) and County(ies) of Primary Service Area(s)		Cities: Tulsa Wagoner Sapulpa Claremore Okmulgee Stillwater Pawhuska	Counties: Tulsa Wagoner Rogers Creek Okmulgee Pawnee Osage	
Organization's Website Address https://www.cityoftulsa.org/		Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.		

* Service delivery area information only needed for program activities being directly carried out by the grantee.

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

Note: If any information does not apply to your organization, please enter N/A.

Project Sponsor Agency Name HIV Resource Consortium, Inc. d/b/a Tulsa CARES		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	Kate Neary, CEO		
Email Address	kneary@tulsacares.org		
Business Address	3712 E 11 th Street		
City, County, State, Zip,	Tulsa, Tulsa, Oklahoma 74112		
Phone Number (with area code)	918-834-4194		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	73-1388569	Fax Number (with area code) 918-834-4189	
DUN & Bradstreet Number (DUNs):	021223552		
Congressional District of Project Sponsor's Business Address	District 1		
Congressional District(s) of Primary Service Area(s)	District 1 & 2		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)	Cities: Tulsa, Broken Arrow, Claremore, Owasso, Sapulpa, Sand Springs	Counties: Tulsa, Creek, Rogers, Wagoner, Okmulgee, Osage, and Pawnee	
Total HOPWA contract amount for this Organization for the operating year	\$350,580.00		
Organization's Website Address	www.tulsacares.org		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

3. Administrative Subrecipient Information

Use Chart 3 to provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assists project sponsors to carry out their administrative services but no services directly to client households. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. (Organizations listed may have contracts with project sponsors) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

Note: If any information does not apply to your organization, please enter N/A.

Subrecipient Name				Parent Company Name, if applicable
Name and Title of Contact at Subrecipient				
Email Address				
Business Address				
City, State, Zip, County				
Phone Number (with area code)				Fax Number (include area code)
Employer Identification Number (EIN) or Tax Identification Number (TIN)				
DUN & Bradstreet Number (DUNs):				
North American Industry Classification System (NAICS) Code				
Congressional District of Subrecipient's Business Address				
Congressional District of Primary Service Area				
City (ies) <u>and</u> County (ies) of Primary Service Area(s)	Cities:			Counties:
Total HOPWA Subcontract Amount of this Organization for the operating year				

4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

Note: Please see the definition of a subrecipient for more information.

Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.

Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.

Sub-recipient Name				Parent Company Name, if applicable
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency				
Email Address				
Business Address				
City, County, State, Zip				
Phone Number (include area code)			Fax Number (include area code)	
Employer Identification Number (EIN) or Tax Identification Number (TIN)				
DUN & Bradstreet Number (DUNs)				
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address				
Congressional District(s) of Primary Service Area				
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities:		Counties:	
Total HOPWA Subcontract Amount of this Organization for the operating year				

5. Grantee Narrative and Performance Assessment

a. Grantee and Community Overview

Provide a one to three page narrative summarizing major achievements and highlights that were proposed and completed during the program year. Include a brief description of the grant organization, area of service, the name(s) of the program contact(s), and an overview of the range/type of housing activities provided. This overview may be used for public information, including posting on HUD's website. *Note: Text fields are expandable.*

Grant Organization and Area of Service.

HIV Resource Consortium Inc. d/b/a Tulsa CARES is the only comprehensive non-profit social service agency that serves people affected by HIV/AIDS in Northeastern Oklahoma. Tulsa CARES has been a staple in the HIV community since its inception in 1991. The agency is committed to creating an environment where all people with HIV/AIDS have equal opportunities for healthy living. They advance their mission through empowerment, inclusion, and the creation of hope by offering tailored, integrated resources and advocating for the end of HIV stigma. Core programs at Tulsa CARES include care coordination (case management), mental health, housing, and nutrition. Care coordination services include: prescription assistance, transportation assistance, physician referrals, Medicare and Medicaid application assistance, HIV drug assistance application, compassionate care applications, social security and disability application assistance, and a variety of referrals including legal aid, oral care, and emergency financial assistance. Tulsa CARES continues to believe in the comprehensive approach to care. By helping clients fulfill their basic needs, such as housing, food, and medication, they are able to concentrate on their health and improving their quality of life. Mental health services include psychosocial interviews, secondary HIV prevention education, individual, couples, and family counseling. Nutrition services include monthly and emergency food pantry assistance, monthly fruit and vegetable assistance (the farmer's market), a weekly congregate meal, and medical nutrition therapy services provided by a Registered Dietitian. Housing program services include direct financial assistance by providing short-term rent, mortgage, and utility assistance (STRMU), tenant-based rental assistance (TBRA), and Permanent Housing Placement (deposit assistance), as well as external referrals to other housing agencies throughout the service area.

Name of Program Contacts Keneshia Kelley, M.Ed. is the current Tulsa CARES Housing Care Coordinator. This position works under the supervision of Casey Bakhsh, LCSW, Director of Programs. Casey oversees program data collection, reporting, and quality improvement efforts for the housing program. Kate Neary, MPH serves as the CEO of Tulsa CARES and is the program's primary contact.

Housing Services Provided. The Tulsa CARES Housing Program has successfully administered the Housing Opportunity for People with AIDS (HOPWA) program since 1995. The housing program is designed to work collaboratively with other programs and service providers to identify and develop short- and long-term strategies for addressing the needs of low-income people living with HIV/AIDS (PLWHA). During the 2016-2017 reporting year, the program continued to provide monthly HOPWA financial assistance to eligible clients living in Northeastern Oklahoma. Tulsa CARES overarching client goals for the housing program include: 1) establishing and maintaining a stable living environment for program clients 2) improving access to HIV treatment and other health care support and 3) reducing the risk of homelessness. Upon receipt of a housing referral, all clients are assessed with a standardized assessment tool to better understand client needs and barriers to achieving program outcomes. After the evaluation, the housing case manager will determine which program would best meet the needs of the client. These unmet needs are then addressed through a housing stability plan developed by the client and housing coordinator. Housing stability plans address client barriers to stable housing and provide referrals to other community providers that may benefit the client. External community referrals often include 211, Legal Aid Services of Oklahoma, Inc., Vocational Rehabilitation of Oklahoma, Oklahoma AIDS Care Fund and DHS-ACIS. Based on the type of assistance provided to the client, progress is assessed at intervals referenced in the client care plan goals. During the referral evaluation period, clients are provided with information on other housing assistance providers if they do not appear eligible for HOPWA assistance.

Tulsa CARES manages four types of housing assistance programs: short-term rent, mortgage, and utility assistance (STRMU), tenant-based rental assistance (TBRA), Permanent Housing Placement Assistance, (deposit assistance) and supportive services, which includes basic housing information. The STRMU assistance program is designed for clients in need of emergency financial assistance due to a loss of income, unexpected medical costs, or other unanticipated events. All STRMU assistance is provided so that clients can avoid utility shut-offs and eviction. Monthly STRMU assistance is allocated based on the HOPWA budget for the program year in accordance with quarterly spending goals. The program accepts STRMU referrals beginning on the 1st of each month from HIV case managers in the community. The STRMU program provides assistance to an average of 10 clients per month; however, program assistance ranged widely for this

reporting year from 0-20 clients in any given month due to fluctuations in referral patterns.

The TBRA program is designed for clients in need of rental assistance that cannot be resolved through short-term periodic assistance. To ensure clients are living in a structurally safe environment, the residence of all TBRA clients must pass a Housing Quality Standards (HQS) inspection before TBRA assistance can be provided. During the HQS inspection, the Housing Care Coordinator formally surveys the client's home to identify any household conditions that either fail safe housing standards or that could be improved to increase the client's safety and stability. Any needed changes are incorporated into the client's care plan. Clients receiving TBRA assistance discuss care plan progress regularly with the housing case manager. When possible, TBRA client care plans include a plan for discharge to other forms of stable housing (e.g., Section 8, self-supported housing through employment, etc.). In recent years, the housing program has allocated a portion of its HOPWA funding to provide Permanent Housing Placement. Eligible clients may now receive rental and utility deposit assistance and payment toward first month's rent up to \$1,000. To ensure the structural safety of the client's potential residence, the unit must pass a Housing Quality Standards inspection before assistance is given unless the client is transitioning into subsidized housing where the Housing Authority completes the inspection. Permanent Housing Placement Assistance or deposit assistance is designed to help clients establish their own residence by helping with one time assistance for rent or utility deposit. Tulsa CARES has taken additional steps to help clients achieve long term housing success by offering education on how to budget finances and how to effectively communicate with landlords and rental agencies.

Major Achievements.

In early 2016, Tulsa CARES moved to a new state of the art facility, located at 3712 E 11th Street. The new building allows the organization to better serve the target population by offering more services and in a more convenient location. It gives the agency more space to build relationships and collaborate with other organizations, and gives clients better access to necessary services such as public transportation and assistance with healthcare enrollment. Tulsa CARES has taken steps to have all Care Coordinators become certified Healthcare Marketplace Navigators.

In early 2017, Tulsa CARES was reaccredited through the Council on Accreditation, effective 2017-2022. This voluntary and rigorous accreditation process has ensured that Tulsa CARES maintains best practices related to all program and administrative operations within the organization.

The agency has increased collaboration efforts to better serve clients. Tulsa CARES now works with Vocational Rehab to provide clients with an easily accessible avenue for job training and resume building; also recently begun collaborating with Legal Aid Service of Oklahoma to offer an onsite attorney to assist with social security enrollment. During the previous year the agency has strengthened its existing relationship with the Oklahoma State University, Ryan White Clinic by providing an onsite dietitian at their location, orchestrating a special Farmer's Market for their clientele, and cultivating one of their lead physicians as a board member at Tulsa CARES.

b. Annual Performance under the Action Plan

Provide a narrative addressing each of the following four items:

1. Outputs Reported. Describe significant accomplishments or challenges in achieving the number of housing units supported and the number households assisted with HOPWA funds during this operating year compared to plans for this assistance, as approved in the Consolidated Plan/Action Plan. Describe how HOPWA funds were distributed during your program year among different categories of housing and geographic areas to address needs throughout the grant service area, consistent with approved plans.

2. Outcomes Assessed. Assess your program's success in enabling HOPWA beneficiaries to establish and/or better maintain a stable living environment in housing that is safe, decent, and sanitary, and improve access to care. Compare current year results to baseline results for clients. Describe how program activities/projects contributed to meeting stated goals. If program did not achieve expected targets, please describe how your program plans to address challenges in program implementation and the steps currently being taken to achieve goals in next operating year. If your program exceeded program targets, please describe strategies the program utilized and how those contributed to program successes.

During the program year 2016-2017 we were able to exceed our goals by developing more efficient and effective communication and referral processing with HIV case managers at all HIV specific sites. We were also able to successfully transition three clients to private housing, including one who successfully found stable employment. One additional TBRA client transitioned to

Outputs Reported: For the 2016-2017 reporting year, Tulsa CARES set a goal to support 98 unduplicated clients through HOPWA housing subsidy assistance: 35 through the TBRA Program, 48 through the STRMU Assistance Program, and 15 through Permanent Housing Placement Services. During this time, the organization served a total of 37 unduplicated client households through the TBRA program, exceeding our goal of 35. TBRA assistance calculations vary widely for this population and our housing market. Last year's monthly approved subsidies for the TBRA program ranged from \$78 to \$925 per client household when using the HOPWA Income Resident Rent Calculation. Each client who received TBRA services also received an individualized care plan and if eligible, a referral to the Tulsa Housing Authority or Oklahoma Housing Finance Agency for the Section 8 Housing Choice Voucher Program. We served 129 STRMU clients, allowing for duplication of 6 clients across programs. Contributing factors that enabled us to exceed our goal for STRMU include good working relationships with care providers who refer eligible clients to the Tulsa CARES housing program and prompt housing intake appointments. We provided 33 clients with Permanent Housing Placement. All clients who received subsidy assistance also received one or more supportive services, including case management. After accounting for duplication across programs, 201 unduplicated households were served through funding from HUD's HOPWA Program as administered by the City of Tulsa. All client households resided in the Tulsa MSA.

the Oklahoma Housing Finance Agency Choice Voucher Program. Clients were also offered housing education class which provided tools and information on how to successfully stay in stable, safe, and affordable housing.

- **Support for Stable Housing:** 99% (199/201) of clients achieved housing stability. This was measured by the number of clients with an up-to-date care plan that addressed client needs at the time of the most recent episode of housing assistance during the reporting period. This exceeded our goal of 80%.
- **Access to Support:** 100% (201/201) of clients achieved access to case management support as measured by the number of clients who maintained regular contact with their primary (non-housing) care coordinator. If a client's care plan was up-to-date at the end of the reporting period, we considered this client to be in good standing with their case management provider and we counted these clients in our total. This exceeded our goal of 80%.
- **Access to Health Care:** 99.5% (200/201) of clients maintained regular contact with their primary care physician as measured by contact with their physician or completion of lab work in the past six months. This exceeded our goal of 80%.
- **Access to Insurance:** 99.5% (200/201) of clients accessed and maintained medical insurance/assistance. This exceeded our goal of 80%.
- **Sources of Income:** 80% (161/201) of clients were able to secure or maintain one or more sources of income such as disability or employment. This exceeded our goal of 80%.

3. Coordination. Report on program coordination with other mainstream housing and supportive services resources, including the use of committed leveraging from other public and private sources that helped to address needs for eligible persons identified in the Consolidated Plan/Strategic Plan.

During the program year, Tulsa CARES maintained existing relationships with other housing organizations across Northeastern Oklahoma, including the Tulsa Housing Authority, the Mental Health Association Oklahoma, Tulsa Day Center for the Homeless, Tulsa Salvation Army, and the Oklahoma Housing Finance Agency. To strengthen those relationships, Tulsa CARES began participating in the Housing Continuum of Care meetings as well the A Way Home for Tulsa meetings. Other collaborative relationships include working with the Department of Human Services case managers in utilizing the Low Income Heating Energy Assistance Program (LIHEAP) for heating and cooling financial assistance during the summer and winter months, and with Oklahoma AIDS Care Fund (OACF). To address the needs of clients who struggle with language barriers and those living outside of the Tulsa MSA area, Tulsa CARES employs a full time bilingual rural housing care coordinator. Having a rural bilingual care coordinator has not only helped improve the service we provide to the bilingual population but has improved our rural community outreach which is tailored toward housing stability.

4. Technical Assistance. Describe any program technical assistance needs and how they would benefit program beneficiaries.

We have no technical assistance needs at this time.

<input type="checkbox"/> HOPWA/HUD Regulations	<input type="checkbox"/> Planning	<input type="checkbox"/> Housing Availability	<input type="checkbox"/> Rent Determination and Fair Market Rents
<input type="checkbox"/> Discrimination/Confidentiality	<input type="checkbox"/> Multiple Diagnoses	<input type="checkbox"/> Eligibility	<input type="checkbox"/> Technical Assistance or Training
<input type="checkbox"/> Supportive Services	<input checked="" type="checkbox"/> Credit History	<input checked="" type="checkbox"/> Rental History	

<input checked="" type="checkbox"/> Housing Affordability	<input type="checkbox"/> Geography/Rural Access	<input checked="" type="checkbox"/> Criminal Justice History	<input type="checkbox"/> Other, please explain further
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c. Barriers and Trends Overview

Provide a narrative addressing items 1 through 3. Explain how barriers and trends affected your program's ability to achieve the objectives and outcomes discussed in the previous section.

1. Describe any barriers (including regulatory and non-regulatory) encountered in the administration or implementation of the HOPWA program, how they affected your program's ability to achieve the objectives and outcomes discussed, and, actions taken in response to barriers, and recommendations for program improvement. Provide an explanation for each barrier selected.

Housing affordability. 140 of the 177 clients who accessed HOPWA housing subsidy earned between 0 to 30% of the area median income for this reporting period. In the Tulsa MSA area, the fair market rent for a one bedroom apartment is \$630, while the majority of the clients served are receiving less than \$800 a month, making it a difficult task to live in safe, affordable housing. For clients participating in the TBRA program, there is usually a financial need to remain on the program until Section 8 housing subsidy becomes available. This long-term dependency on TBRA prevents new clients from entering the program until a current TBRA client is able to transition onto Section 8. While we achieved our objectives for the number of TBRA households served, we recognize that there is a high demand for this program and that we could serve more TBRA clients if clients were transitioned more quickly into Section 8. Unfortunately, the waiting list for Section 8 through the Housing Authority of the City of Tulsa and the Oklahoma Housing Finance Agency can be quite cumbersome, making for a lengthy transition period. With the successful transition of five TBRA clients into stable permanent housing, the TBRA program became accessible for five new clients this program year.

Criminal justice history. For clients with certain criminal backgrounds, it is difficult or impossible to transition the client from TBRA to Section 8 due to Section 8 ineligibility. Furthermore, if the client is disabled, it is unlikely their monthly income will increase while on the TBRA program. These combined factors make it difficult to develop a discharge plan, increasing the clients' long-term dependency on the TBRA program. The referral relationship with Legal Aid allows many clients to better understand their legal situation and take the necessary steps to repay debts or erase minor legal issues that were preventing them from obtaining housing and employment. Unfortunately, this resource does not benefit a client who is a registered sex offender. This represents a distinct barrier to housing because the status cannot be remedied. Typically, a client on the registry has to locate housing outside of Tulsa County, placing them further away from medical treatment and care.

Credit History. Several City of Tulsa HOPWA applicants who sought assistance from the STRMU program after using payday loans to make utility and other monthly payments. Due to the predatory lending practices in some of these communities, it is difficult to change client's borrowing behaviors even after HOPWA assistance is provided.

Previous Rental History. Even with access to assistance, some client's search for stable housing may be hindered by a lack of rental history or other negative issues with rental properties such as lack of payment or evictions. Even if all previous balances have been paid the existence of a subpar record can result in excessive initial rental and utility deposits.

2. Describe any trends in the community that may affect the way in which the needs of persons living with HIV/AIDS are being addressed, and provide any other information important to the future provision of services to this population.

Perceptions about HIV/AIDS are changing. While physicians recognize that HIV/AIDS is now a chronically-managed disease, Tulsa CARES housing clients are all at different stages of recognizing HIV/AIDS as something that can now be manageable. Regardless of the circumstances, an HIV diagnosis can significantly alter a person's life trajectory and for many of our clients, their diagnosis results in a loss of health, employment, and support systems. Even though we can offer better medications, more informed doctors, and access to health care, it is still vital for our community to offer social programs to support the psychological dimension of client lives in order to have greater quantity and quality of life. As clients become healthier and reevaluate the need to stay on disability, programs to support reentry into the workforce are needed. The decision to transition back to work from disability can be very intimidating for those clients whose health had declined and then waited for years to obtain disability. The threat of losing financial stability is often too high for these clients to reconsider entering the workforce even though they feel able to work at least on a part-time basis.

Trends in the PLWHA community continue to show an increase in the number of clients accessing Ryan-White funded case management services. Over the last five years, there has been an increase in newly diagnosed HIV/AIDS cases in Oklahoma (OSDH). From 2009 to 2013 in Oklahoma, there were 1,448 people living with HIV. Of those, 1,222, or 84.3%, were linked to care following their initial diagnosis. However, only 57.8% of people diagnosed during this time period were actively engaged in HIV care in 2013, with only half of them reporting a suppressed viral load. These disparities in linkage to treatment and achievement of health outcomes after diagnosis imply barriers to care exist. Among these barriers, unstable housing is a nationally-documented predictor of poor retention in medical care. As Oklahoma works to improve its retention in care rates, assessment of social service needs and proper referrals at time of diagnosis will be critical. Throughout the previous year we have worked with testing sites and Disease Intervention Specialists to improve awareness of the benefits of stable housing for this population and existing community resources, including the HOPWA program. In our effort to raise awareness about the necessity and availability of stable housing for the HIV/AIDS community, Tulsa CARES has become more involved with community outreach by designating itself as a restroom refuge, participating in local health fairs and community events, offering HIV testing for clients' partners, and advocating for the end of HIV stigma.

3. Identify any evaluations, studies, or other assessments of the HOPWA program that are available to the public.

- Tulsa CARES updated its client evaluation and assessment tools for the HOPWA program at the end of 2013. These new tools allowed for enhanced outcome reporting. The assessment tools included asking housing clients about health, housing and care plans. Clients were asked to fill out evaluation surveys at initial intake, reassessment and exit.
- During the 2013-2014 reporting year, Tulsa CARES was independently evaluated by the Council on Accreditation (COA) as part of its application for accreditation. The housing program was evaluated as part of the accreditation process. COA found the housing program to be in compliance with their standards for supportive community living services. During the 2016-2017 reporting year Tulsa CARES went through the recertification process for COA and was awarded full accreditation for a five-year term.
- Each year Tulsa CARES facilitates a survey that assesses the overall satisfaction of the housing program, as well as other agency services.

d. Unmet Housing Needs: An Assessment of Unmet Housing Needs

In Chart 1, provide an assessment of the number of HOPWA-eligible households that require HOPWA housing subsidy assistance but are not currently served by any HOPWA-funded housing subsidy assistance in this service area.

In Row 1, report the total unmet need of the geographical service area, as reported in *Unmet Needs for Persons with HIV/AIDS*, Chart 1B of the Consolidated or Annual Plan(s), or as reported under HOPWA worksheet in the Needs Workbook of the Consolidated Planning Management Process (CPMP) tool.

Note: Report most current data available, through Consolidated or Annual Plan(s), and account for local housing issues, or changes in HIV/AIDS cases, by using combination of one or more of the sources in Chart 2.

If data is collected on the type of housing that is needed in Rows a. through c., enter the number of HOPWA-eligible households by type of housing subsidy assistance needed. For an approximate breakdown of overall unmet need by type of housing subsidy assistance refer to the Consolidated or Annual Plan (s), CPMP tool or local distribution of funds. Do not include clients who are already receiving HOPWA-funded housing subsidy assistance.

Refer to Chart 2, and check all sources consulted to calculate unmet need. Reference any data from neighboring states' or municipalities' Consolidated Plan or other planning efforts that informed the assessment of Unmet Need in your service area.

Note: In order to ensure that the unmet need assessment for the region is comprehensive, HOPWA formula grantees should include those unmet needs assessed by HOPWA competitive grantees operating within the service area.

1. Planning Estimate of Area's Unmet Needs for HOPWA-Eligible Households

1. Total number of households that have unmet housing subsidy assistance need.	459
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2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	
a. Tenant-Based Rental Assistance (TBRA)	101
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	358
• Assistance with rental costs	248
• Assistance with mortgage payments	33
• Assistance with utility costs.	77
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	N/A

2. Recommended Data Sources for Assessing Unmet Need (check all sources used)

= Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
= Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
= Data from client information provided in Homeless Management Information Systems (HMIS)
= Data from project sponsors or housing providers, including waiting lists for assistance or other assessments on need including those completed by HOPWA competitive grantees operating in the region.
= Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
x = Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
X = Data collected for HIV/AIDS surveillance reporting or other health assessments, e.g. local health department or CDC surveillance data

End of PART 1

PART 2: Sources of Leveraging and Program Income

1. Sources of Leveraging

Report the source(s) of cash or in-kind leveraged federal, state, local or private resources identified in the Consolidated or Annual Plan and used in the delivery of the HOPWA program and the amount of leveraged dollars. In Column [1], identify the type of leveraging. Some common sources of leveraged funds have been provided as a reference point. You may add Rows as necessary to report all sources of leveraged funds. Include Resident Rent payments paid by clients directly to private landlords. Do NOT include rents paid directly to a HOPWA program as this will be reported in the next section. In Column [2] report the amount of leveraged funds expended during the operating year. Use Column [3] to provide some detail about the type of leveraged contribution (e.g., case management services or clothing donations). In Column [4], check the appropriate box to indicate whether the leveraged contribution was a housing subsidy assistance or another form of support.

Note: Be sure to report on the number of households supported with these leveraged funds in Part 3, Chart 1, Column d.

A. Source of Leveraging Chart

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
Public Funding			
Ryan White-Housing Assistance			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other	\$236,601	Case Management/ Mental Health	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: HOPWA OHFA	\$95,986.00	Housing/HOPWA	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Private Funding			
Grants- Tulsa Area United Way	\$145,300	Case Management and Administrative	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
In-kind Resources			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private: Oklahoma AIDS Care Fund	\$23,268.00	Housing/Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash	\$83,809.44		<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord			
TOTAL (Sum of all Rows)	\$584,964.44		

2. Program Income and Resident Rent Payments

In Section 2, Chart A., report the total amount of program income and resident rent payments directly generated from the use of HOPWA funds, including repayments. Include resident rent payments collected or paid directly to the HOPWA program. Do NOT include payments made directly from a client household to a private landlord.

Note: Please see report directions section for definition of program income. (Additional information on program income is available in the HOPWA Grantee Oversight Resource Guide).

A. Total Amount Program Income and Resident Rent Payment Collected During the Operating Year

Program Income and Resident Rent Payments Collected		Total Amount of Program Income (for this operating year)
1.	Program income (e.g. repayments)	0
2.	Resident Rent Payments made directly to HOPWA Program	0
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	0

B. Program Income and Resident Rent Payments Expended To Assist HOPWA Households

In Chart B, report on the total program income and resident rent payments (as reported above in Chart A) expended during the operating year. Use Row 1 to report Program Income and Resident Rent Payments expended on Housing Subsidy Assistance Programs (i.e., TBRA, STRMU, PHP, Master Leased Units, and Facility-Based Housing). Use Row 2 to report on the Program Income and Resident Rent Payment expended on Supportive Services and other non-direct Housing Costs.

Program Income and Resident Rent Payment Expended on HOPWA programs		Total Amount of Program Income Expended (for this operating year)
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	0
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	0
3.	Total Program Income Expended (Sum of Rows 1 and 2)	0

End of PART 2

PART 3: Accomplishment Data Planned Goal and Actual Outputs

In Chart 1, enter performance information (goals and actual outputs) for all activities undertaken during the operating year supported with HOPWA funds. Performance is measured by the number of households and units of housing that were supported with HOPWA or other federal, state, local, or private funds for the purposes of providing housing assistance and support to persons living with HIV/AIDS and their families.

Note: The total households assisted with HOPWA funds and reported in PART 3 of the CAPER should be the same as reported in the annual year-end IDIS data, and goals reported should be consistent with the Annual Plan information. Any discrepancies or deviations should be explained in the narrative section of PART 1.

1. HOPWA Performance Planned Goal and Actual Outputs

	HOPWA Performance Planned Goal and Actual	[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
	HOPWA Housing Subsidy Assistance	[1] Output: Households				[2] Output: Funding	
1.	Tenant-Based Rental Assistance	35	37	10	7	\$258,728.55	\$126,555.00
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)						
2b.	Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served) (Households Served)						
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance	48	129	12	22	\$146,019.28	
5.	Permanent Housing Placement Services	15	33	1	1	\$33,711.02	\$20,613.48
6.	Adjustments for duplication (subtract)	0	22	0	1		
7.	Total HOPWA Housing Subsidy Assistance (Columns a. – d. equal the sum of Rows 1-5 minus Row 6; Columns e. and f. equal the sum of Rows 1-5)	98	177	23	29	\$438,458.85	\$247,020.18
	Housing Development (Construction and Stewardship of facility based housing)	[1] Output: Housing Units				[2] Output: Funding	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3 or 10 year use agreements						
10.	Total Housing Developed (Sum of Rows 8 & 9)						
	Supportive Services	[1] Output Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	100	177			\$71,928.21	\$57,360.50
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	0	24			0	\$7,777.70
12.	Adjustment for duplication (subtract)	0	0				
13.	Total Supportive Services (Columns a. – d. equal the sum of Rows 11 a. & b. minus Row 12; Columns e. and f. equal the sum of Rows 11a. & 11b.)	100	201			\$71,928.21	\$65,138.20
	Housing Information Services	[1] Output Households				[2] Output: Funding	
14.	Housing Information Services	0	53			\$0.00	\$0.00
15.	Total Housing Information Services	0	53				

Grant Administration and Other Activities		[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources					\$5,000.00	\$1932.00
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)						
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					\$24,540.00	\$
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)						\$
Total Expended						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)					\$	\$312,231.14

2. Listing of Supportive Services

Report on the households served and use of HOPWA funds for all supportive services. Do NOT report on supportive services leveraged with non-HOPWA funds.

Data check: Total unduplicated households and expenditures reported in Row 17 equal totals reported in Part 3, Chart 1, Row 13.

Supportive Services		[1] Output: Number of <u>Households</u>	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management	201	\$65,138.20
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services		
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	201	
16.	Adjustment for Duplication (subtract)	0	
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	201	\$65,138.20

3. Short-Term Rent, Mortgage and Utility Assistance (STRMU) Summary

In Row a., enter the total number of households served and the amount of HOPWA funds expended on Short-Term Rent, Mortgage and Utility (STRMU) Assistance. In Row b., enter the total number of STRMU-assisted households that received assistance with mortgage costs only (no utility costs) and the amount expended assisting these households. In Row c., enter the total number of STRMU-assisted households that received assistance with both mortgage and utility costs and the amount expended assisting these households. In Row d., enter the total number of STRMU-assisted households that received assistance with rental costs only (no utility costs) and the amount expended assisting these households. In Row e., enter the total number of STRMU-assisted households that received assistance with both rental and utility costs and the amount expended assisting these households. In Row f., enter the total number of STRMU-assisted households that received assistance with utility costs only (not including rent or mortgage costs) and the amount expended assisting these households. In row g., report the amount of STRMU funds expended to support direct program costs such as program operation staff.

Data Check: The total households reported as served with STRMU in Row a., column [1] and the total amount of HOPWA funds reported as expended in Row a., column [2] equals the household and expenditure total reported for STRMU in Part 3, Chart 1, Row 4, Columns b. and f., respectively.

Data Check: The total number of households reported in Column [1], Rows b., c., d., e., and f. equal the total number of STRMU households reported in Column [1], Row a. The total amount reported as expended in Column [2], Rows b., c., d., e., f., and g. equal the total amount of STRMU expenditures reported in Column [2], Row a.

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of <u>Households</u> Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance	129	\$147,325.30
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	8	\$4,896.40
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	3	\$2,677.60
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	79	\$62,851.60
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	12	\$13,452.08
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	27	\$15,974.02
g.	Direct program delivery costs (e.g., program operations staff time)		\$47,473.60

End of PART 3

Part 4: Summary of Performance Outcomes

In Column [1], report the total number of eligible households that received HOPWA housing subsidy assistance, by type. In Column [2], enter the number of households that continued to access each type of housing subsidy assistance into next operating year. In Column [3], report the housing status of all households that exited the program.

Data Check: The sum of Columns [2] (Number of Households Continuing) and [3] (Exited Households) equals the total reported in Column[1].

Note: Refer to the housing stability codes that appear in Part 5: Worksheet - Determining Housing Stability Outcomes.

Section 1. Housing Stability: Assessment of Client Outcomes on Maintaining Housing Stability (Permanent Housing and Related Facilities)

A. Permanent Housing Subsidy Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Tenant-Based Rental Assistance	37	32	1 Emergency Shelter/Streets		Unstable Arrangements
			2 Temporary Housing		Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	3	Stable/Permanent Housing (PH)
			4 Other HOPWA		
			5 Other Subsidy	1	
			6 Institution		
			7 Jail/Prison		Unstable Arrangements
			8 Disconnected/Unknown		
			9 Death	1	Life Event
Permanent Supportive Housing Facilities/ Units	0	0	1 Emergency Shelter/Streets		Unstable Arrangements
			2 Temporary Housing		Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing		Stable/Permanent Housing (PH)
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison		Unstable Arrangements
			8 Disconnected/Unknown		
			9 Death		Life Event

B. Transitional Housing Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Transitional/ Short-Term Housing Facilities/ Units	0	0	1 Emergency Shelter/Streets		Unstable Arrangements
			2 Temporary Housing		Temporarily Stable with Reduced Risk of Homelessness
			3 Private Housing		Stable/Permanent Housing (PH)
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison		Unstable Arrangements
			8 Disconnected/unknown		
			9 Death		Life Event

Section 2. Prevention of Homelessness: Assessment of Client Outcomes on Reduced Risks of Homelessness (Short-Term Housing Subsidy Assistance)

Report the total number of households that received STRMU assistance in Column [1].

In Column [2], identify the outcomes of the households reported in Column [1] either at the time that they were known to have left the STRMU program or through the project sponsor or subrecipient's best assessment for stability at the end of the operating year.

Information in Column [3] provides a description of housing outcomes; therefore, data is not required.

At the bottom of the chart:

- In Row 1a., report those households that received STRMU assistance during the operating year of this report, and the prior operating year.
- In Row 1b., report those households that received STRMU assistance during the operating year of this report, and the two prior operating years.

Data Check: The total households reported as served with STRMU in Column [1] equals the total reported in Part 3, Chart 1, Row 4, Column b.

Data Check: The sum of Column [2] should equal the number of households reported in Column [1].

Assessment of Households that Received STRMU Assistance

[1] Output: Total number of households	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
129	Maintain Private Housing without subsidy (e.g. Assistance provided/completed and client is stable, not likely to seek additional support)	57	Stable/Permanent Housing (PH)
	Other Private Housing without subsidy (e.g. client switched housing units and is now stable, not likely to seek additional support)		
	Other HOPWA Housing Subsidy Assistance	2	
	Other Housing Subsidy (PH)	2	
	Institution (e.g. residential and long-term care)	0	
	Likely that additional STRMU is needed to maintain current housing arrangements	66	Temporarily Stable, with Reduced Risk of Homelessness
	Transitional Facilities/Short-term (e.g. temporary or transitional arrangement)	0	
	Temporary/Non-Permanent Housing arrangement (e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)	0	
	Emergency Shelter/street	0	Unstable Arrangements
	Jail/Prison	1	
	Disconnected	0	
	Death	1	Life Event
1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).			13
1b. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the two prior operating years (e.g. households that received STRMU assistance in three consecutive operating years).			7

Section 3. HOPWA Outcomes on Access to Care and Support

1a. Total Number of Households

Line [1]: For project sponsors/subrecipients that provided HOPWA housing subsidy assistance during the operating year identify in the appropriate row the number of households that received HOPWA housing subsidy assistance (TBRA, STRMU, Facility-Based, PHP and Master Leasing) and HOPWA funded case management services. Use Row c. to adjust for duplication among the service categories and Row d. to provide an unduplicated household total.

Line [2]: For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance identify in the appropriate row the number of households that received HOPWA funded case management services.

Note: These numbers will help you to determine which clients to report Access to Care and Support Outcomes for and will be used by HUD as a basis for analyzing the percentage of households who demonstrated or maintained connections to care and support as identified in Chart 1b. below.

Total Number of Households	
1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	177
b. Case Management	201
c. Adjustment for duplication (subtraction)	177
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	201
2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	0
b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance	0

1b. Status of Households Accessing Care and Support

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report the number of households that demonstrated access or maintained connections to care and support within the program year.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report the number of households that demonstrated improved access or maintained connections to care and support within the program year.

Note: For information on types and sources of income and medical insurance/assistance, refer to Charts below.

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing	199	0	Support for Stable Housing
2. Had contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan (may include leveraged services such as Ryan White Medical Case Management)	201	0	Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	200	0	Access to Health Care
4. Accessed and maintained medical insurance/assistance	200	0	Access to Health Care
5. Successfully accessed or maintained qualification for sources of income	161	0	Sources of Income

Chart 1b., Line 4: Sources of Medical Insurance and Assistance include, but are not limited to the following (Reference only)

- | | | |
|--|--|--|
| <ul style="list-style-type: none"> • MEDICAID Health Insurance Program, or use local program name • MEDICARE Health Insurance Program, or use local program name | <ul style="list-style-type: none"> • Veterans Affairs Medical Services • AIDS Drug Assistance Program (ADAP) • State Children's Health Insurance Program (SCHIP), or use local program name | <ul style="list-style-type: none"> • Ryan White-funded Medical or Dental Assistance |
|--|--|--|

Chart 1b., Row 5: Sources of Income include, but are not limited to the following (Reference only)

- | | | |
|---|--|--|
| <ul style="list-style-type: none"> • Earned Income • Veteran's Pension • Unemployment Insurance • Pension from Former Job • Supplemental Security Income (SSI) | <ul style="list-style-type: none"> • Child Support • Social Security Disability Income (SSDI) • Alimony or other Spousal Support • Veteran's Disability Payment • Retirement Income from Social Security • Worker's Compensation | <ul style="list-style-type: none"> • General Assistance (GA), or use local program name • Private Disability Insurance • Temporary Assistance for Needy Families (TANF) • Other Income Sources |
|---|--|--|

1c. Households that Obtained Employment

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or related case management/counseling services.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or case management/counseling services.

Note: This includes jobs created by this project sponsor/subrecipients or obtained outside this agency.

Note: Do not include jobs that resulted from leveraged job training, employment assistance, education or case management/counseling services.

Categories of Services Accessed	[1 For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:
Total number of households that obtained an income-producing job	0	0

End of PART 4

PART 5: Worksheet - Determining Housing Stability Outcomes (optional)

1. This chart is designed to assess program results based on the information reported in Part 4 and to help Grantees determine overall program performance. Completion of this worksheet is optional.

Permanent Housing Subsidy Assistance	Stable Housing (# of households remaining in program plus 3+4+5+6)	Temporary Housing (2)	Unstable Arrangements (1+7+8)	Life Event (9)
Tenant-Based Rental Assistance (TBRA)	36	0	0	1
Permanent Facility-based Housing Assistance/Units	0	0	0	0
Transitional/Short-Term Facility-based Housing Assistance/Units	0	0	0	0
Total Permanent HOPWA Housing Subsidy Assistance	36	0	0	1
Reduced Risk of Homelessness: Short-Term Assistance	Stable/Permanent Housing	Temporarily Stable, with Reduced Risk of Homelessness	Unstable Arrangements	Life Events
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)	61	66	1	0
Total HOPWA Housing Subsidy Assistance	97	66	1	1

Background on HOPWA Housing Stability Codes

Stable Permanent Housing/Ongoing Participation

3 = Private Housing in the private rental or home ownership market (without known subsidy, including permanent placement with families or other self-sufficient arrangements) with reasonable expectation that additional support is not needed.

4 = Other HOPWA-funded housing subsidy assistance (not STRMU), e.g. TBRA or Facility-Based Assistance.

5 = Other subsidized house or apartment (non-HOPWA sources, e.g., Section 8, HOME, public housing).

6 = Institutional setting with greater support and continued residence expected (e.g., residential or long-term care facility).

Temporary Housing

2 = Temporary housing - moved in with family/friends or other short-term arrangement, such as Ryan White subsidy, transitional housing for homeless, or temporary placement in institution (e.g., hospital, psychiatric hospital or other psychiatric facility, substance abuse treatment facility or detox center).

Unstable Arrangements

1 = Emergency shelter or no housing destination such as places not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station, or anywhere outside).

7 = Jail /prison.

8 = Disconnected or disappeared from project support, unknown destination or no assessments of housing needs were undertaken.

Life Event

9 = Death, i.e., remained in housing until death. This characteristic is not factored into the housing stability equation.

Tenant-based Rental Assistance: Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as reported under: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item: 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Permanent Facility-Based Housing Assistance: Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Transitional/Short-Term Facility-Based Housing Assistance: Stable Housing is the sum of the number of households that (i) continue in the residences (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Other Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Tenure Assessment. A baseline of households in transitional/short-term facilities for assessment purposes, indicate the number of households whose tenure exceeded 24 months.

STRMU Assistance: Stable Housing is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period and there is reasonable expectation that additional support is not needed in order to maintain permanent housing living situation (as this is a time-limited form of housing support) as reported under housing status: Maintain Private Housing with subsidy; Other Private with Subsidy; Other HOPWA support; Other Housing Subsidy; and Institution. Temporarily Stable, with Reduced Risk of Homelessness is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period or left their current housing arrangement for a transitional facility or other temporary/non-permanent housing arrangement and there is reasonable expectation additional support will be needed to maintain housing arrangements in the next year, as reported under housing status: Likely to maintain current housing arrangements, with additional STRMU assistance; Transitional Facilities/Short-term; and Temporary/Non-Permanent Housing arrangements. Unstable Situation is the sum of number of households reported under housing status: Emergency Shelter; Jail/Prison; and Disconnected.

End of PART 5

PART 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY)

The Annual Certification of Usage for HOPWA Facility-Based Stewardship Units is to be used in place of Part 7B of the CAPER if the facility was originally acquired, rehabilitated or constructed/developed in part with HOPWA funds but no HOPWA funds were expended during the operating year. Scattered site units may be grouped together on one page.

Grantees that used HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten (10) years. If non-substantial rehabilitation funds were used they are required to operate for at least three (3) years. Stewardship begins once the facility is put into operation.

Note: See definition of *Stewardship Units*.

1. General information

HUD Grant Number(s)	Operating Year for this report <i>From (mm/dd/yy) To (mm/dd/yy)</i> <input type="checkbox"/> Final Yr <input type="checkbox"/> Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6; <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10;
Grantee Name	Date Facility Began Operations (mm/dd/yy)

2. Number of Units and Non-HOPWA Expenditures

Facility Name:	Number of Stewardship Units Developed with HOPWA funds	Amount of Non-HOPWA Funds Expended in Support of the Stewardship Units during the Operating Year
Total Stewardship Units (subject to 3- or 10- year use periods)		

3. Details of Project Site

Project Sites: Name of HOPWA-funded project	
Site Information: Project Zip Code(s)	
Site Information: Congressional District(s)	
Is the address of the project site confidential?	<input type="checkbox"/> Yes, protect information; do not list <input type="checkbox"/> Not confidential; information can be made available to the public
If the site is not confidential: Please provide the contact information, phone, email address/location, if business address is different from facility address	

I certify that the facility that received assistance for acquisition, rehabilitation, or new construction from the Housing Opportunities for Persons with AIDS Program has operated as a facility to assist HOPWA-eligible persons from the date shown above. I also certify that the grant is still serving the planned number of HOPWA-eligible households at this facility through leveraged resources and all other requirements of the grant agreement are being satisfied.

<i>I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.</i>	
Name & Title of Authorized Official of the organization that continues to operate the facility:	Signature & Date (mm/dd/yy)
Name & Title of Contact at Grantee Agency (person who can answer questions about the report and program)	Contact Phone (with area code)

End of PART 6

Part 7: Summary Overview of Grant Activities**A. Information on Individuals, Beneficiaries, and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, Facility-Based Units, Permanent Housing Placement and Master Leased Units ONLY)**

Note: Reporting for this section should include ONLY those individuals, beneficiaries, or households that received and/or resided in a household that received HOPWA Housing Subsidy Assistance as reported in Part 3, Chart 1, Row 7, Column b. (e.g., do not include households that received HOPWA supportive services ONLY).

Section 1. HOPWA-Eligible Individuals who Received HOPWA Housing Subsidy Assistance**a. Total HOPWA Eligible Individuals Living with HIV/AIDS**

In Chart a., provide the total number of eligible (and unduplicated) low-income individuals living with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance during the operating year. This total should include only the individual who qualified the household for HOPWA assistance, NOT all HIV positive individuals in the household.

Individuals Served with Housing Subsidy Assistance	Total
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	177

Chart b. Prior Living Situation

In Chart b., report the prior living situations for all Eligible Individuals reported in Chart a. In Row 1, report the total number of individuals who continued to receive HOPWA housing subsidy assistance from the prior operating year into this operating year. In Rows 2 through 17, indicate the prior living arrangements for all new HOPWA housing subsidy assistance recipients during the operating year.

Data Check: The total number of eligible individuals served in Row 18 equals the total number of individuals served through housing subsidy assistance reported in Chart a. above.

Category		Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	52
New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	10
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	0
4.	Transitional housing for homeless persons	0
5.	Total number of new Eligible Individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)	10
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	0
7.	Psychiatric hospital or other psychiatric facility	0
8.	Substance abuse treatment facility or detox center	0
9.	Hospital (non-psychiatric facility)	0
10.	Foster care home or foster care group home	0
11.	Jail, prison or juvenile detention facility	1
12.	Rented room, apartment, or house	83
13.	House you own	17
14.	Staying or living in someone else's (family and friends) room, apartment, or house	14
15.	Hotel or motel paid for without emergency shelter voucher	0
16.	Other	0
17.	Don't Know or Refused	0
18.	TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	177

c. Homeless Individual Summary

In Chart c., indicate the number of eligible individuals reported in Chart b., Row 5 as homeless who also are homeless Veterans and/or meet the definition for Chronically Homeless (See Definition section of CAPER). The totals in Chart c. do not need to equal the total in Chart b., Row 5.

Category	Number of Homeless Veteran(s)	Number of Chronically Homeless
HOPWA eligible individuals served with HOPWA Housing Subsidy Assistance	0	0

Section 2. Beneficiaries

In Chart a., report the total number of HOPWA eligible individuals living with HIV/AIDS who received HOPWA housing subsidy assistance (*as reported in Part 7A, Section 1, Chart a.*), and all associated members of their household who benefitted from receiving HOPWA housing subsidy assistance (resided with HOPWA eligible individuals).

Note: See definition of HOPWA Eligible Individual

Note: See definition of Transgender.

Note: See definition of Beneficiaries.

Data Check: The sum of each of the Charts b. & c. on the following two pages equals the total number of beneficiaries served with HOPWA housing subsidy assistance as determined in Chart a., Row 4 below.

a. Total Number of Beneficiaries Served with HOPWA Housing Subsidy Assistance

Individuals and Families Served with HOPWA Housing Subsidy Assistance	Total Number
1. Number of individuals with HIV/AIDS who qualified the household to receive HOPWA housing subsidy assistance (equals the number of HOPWA Eligible Individuals reported in Part 7A, Section 1, Chart a.)	177
2. Number of ALL other persons diagnosed as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	6
3. Number of ALL other persons NOT diagnosed as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefitted from the HOPWA housing subsidy	97
4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	280

b. Age and Gender

In Chart b., indicate the Age and Gender of all beneficiaries as reported in Chart a. directly above. Report the Age and Gender of all HOPWA Eligible Individuals (those reported in Chart a., Row 1) using Rows 1-5 below and the Age and Gender of all other beneficiaries (those reported in Chart a., Rows 2 and 3) using Rows 6-10 below. The number of individuals reported in Row 11, Column E. equals the total number of beneficiaries reported in Part 7, Section 2, Chart a., Row 4.

HOPWA Eligible Individuals (Chart a, Row 1)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
1.	Under 18	0	0	0	0	0
2.	18 to 30 years	24	3	0	0	27
3.	31 to 50 years	70	26	3	0	99
4.	51 years and Older	45	6	0	0	51
5.	Subtotal (Sum of Rows 1-4)	139	35	3	0	177
All Other Beneficiaries (Chart a, Rows 2 and 3)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
6.	Under 18	22	27	0	0	49
7.	18 to 30 years	7	5	0	0	12
8.	31 to 50 years	14	8	0	0	22
9.	51 years and Older	10	10	0	0	20
10.	Subtotal (Sum of Rows 6-9)	53	50	0	0	103
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	192	85	3	0	280

c. Race and Ethnicity*

In Chart c., indicate the Race and Ethnicity of all beneficiaries receiving HOPWA Housing Subsidy Assistance as reported in Section 2, Chart a., Row 4. Report the race of all HOPWA eligible individuals in Column [A]. Report the ethnicity of all HOPWA eligible individuals in column [B]. Report the race of all other individuals who benefitted from the HOPWA housing subsidy assistance in column [C]. Report the ethnicity of all other individuals who benefitted from the HOPWA housing subsidy assistance in column [D]. The summed total of columns [A] and [C] equals the total number of beneficiaries reported above in Section 2, Chart a., Row 4.

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native	5	0	1	0
2.	Asian	3	0	6	0
3.	Black/African American	52	0	30	0
4.	Native Hawaiian/Other Pacific Islander	1	0	1	0
5.	White	112	11	64	16
6.	American Indian/Alaskan Native & White	2	0	1	0
7.	Asian & White	0	0	0	0
8.	Black/African American & White	0	0	0	0
9.	American Indian/Alaskan Native & Black/African American	1	0	0	0
10.	Other Multi-Racial	1	0	0	0
11.	Column Totals (Sum of Rows 1-10)	177	11	103	16
Data Check: Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.					

*Reference (data requested consistent with Form HUD-27061 Race and Ethnic Data Reporting Form)

Section 3. Households

Household Area Median Income

Report the area median income(s) for all households served with HOPWA housing subsidy assistance.

Data Check: The total number of households served with HOPWA housing subsidy assistance should equal Part 3C, Row 7, Column b and Part 7A, Section 1, Chart a. (Total HOPWA Eligible Individuals Served with HOPWA Housing Subsidy Assistance).

Note: Refer to http://www.huduser.org/portal/datasets/il/il2010/select_Geography_mfi.odn for information on area median income in your community.

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	140
2.	31-50% of area median income (very low)	35
3.	51-80% of area median income (low)	2
4.	Total (Sum of Rows 1-3)	177

Part 7: Summary Overview of Grant Activities**B. Facility-Based Housing Assistance**

Complete one Part 7B for each facility developed or supported through HOPWA funds.

Do not complete this Section for programs originally developed with HOPWA funds but no longer supported with HOPWA funds. If a facility was developed with HOPWA funds (subject to ten years of operation for acquisition, new construction and substantial rehabilitation costs of stewardship units, or three years for non-substantial rehabilitation costs), but HOPWA funds are no longer used to support the facility, the project sponsor or subrecipient should complete Part 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY).

Complete Charts 2a., Project Site Information, and 2b., Type of HOPWA Capital Development Project Units, for all Development Projects, including facilities that were past development projects, but continued to receive HOPWA operating dollars this reporting year.

1. Project Sponsor/Subrecipient Agency Name (Required)

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2. Capital Development**2a. Project Site Information for HOPWA Capital Development of Projects (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this reporting year)**

Note: If units are scattered-sites, report on them as a group and under type of Facility write "Scattered Sites."

	Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility:
	<input type="checkbox"/> New construction	\$	\$	Type of Facility [Check <u>only one</u> box.] <input type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
	<input type="checkbox"/> Rehabilitation	\$	\$	
	<input type="checkbox"/> Acquisition	\$	\$	
	<input type="checkbox"/> Operating	\$	\$	
a.	Purchase/lease of property:			Date (mm/dd/yy):
b.	Rehabilitation/Construction Dates:			Date started: Date Completed:
c.	Operation dates:			Date residents began to occupy: <input type="checkbox"/> Not yet occupied
d.	Date supportive services began:			Date started: <input type="checkbox"/> Not yet providing services
e.	Number of units in the facility:			HOPWA-funded units = Total Units =
f.	Is a waiting list maintained for the facility?			<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, number of participants on the list at the end of operating year</i>
g.	What is the address of the facility (if different from business address)?			
h.	Is the address of the project site confidential?			<input type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public

2b. Number and Type of HOPWA Capital Development Project Units (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this Reporting Year)

For units entered above in 2a. please list the number of HOPWA units that fulfill the following criteria:

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy-Star Compliant	Number 504 Accessible
Rental units constructed (new) and/or acquired with or without rehab				
Rental units rehabbed				
Homeownership units constructed (if approved)				

3. Units Assisted in Types of Housing Facility/Units Leased by Project Sponsor or Subrecipient

Charts 3a., 3b. and 4 are required for each facility. In Charts 3a. and 3b., indicate the type and number of housing units in the facility, including master leased units, project-based or other scattered site units leased by the organization, categorized by the number of bedrooms per unit.

Note: The number units may not equal the total number of households served.

Please complete separate charts for each housing facility assisted. Scattered site units may be grouped together.

3a. Check one only

- ☐ Permanent Supportive Housing Facility/Units
☐ Short-term Shelter or Transitional Supportive Housing Facility/Units

3b. Type of Facility

Complete the following Chart for all facilities leased, master leased, project-based, or operated with HOPWA funds during the reporting year.

Name of Project Sponsor/Agency Operating the Facility/Leased Units:

Type of housing facility operated by the project sponsor/subrecipient		Total Number of Units in use during the Operating Year Categorized by the Number of Bedrooms per Units					
		SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm	5+bdrm
a.	Single room occupancy dwelling						
b.	Community residence						
c.	Project-based rental assistance units or leased units						
d.	Other housing facility <u>Specify:</u>						

4. Households and Housing Expenditures

Enter the total number of households served and the amount of HOPWA funds expended by the project sponsor/subrecipient on subsidies for housing involving the use of facilities, master leased units, project based or other scattered site units leased by the organization.

Housing Assistance Category: Facility Based Housing		Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a.	Leasing Costs		
b.	Operating Costs		
c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) <u>Specify:</u>		
e.	Adjustment to eliminate duplication (subtract)		
f.	TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)		

Attachment B – eCart Tables

Q5. HMIS DQ & Participation**5a. HMIS or Comparable****Database Data Quality** Q5a

Data Element	Client Doesn't Know or Client Refused	Data not collected
First name	0	0
Last name	0	0
SSN	157	129
Date of Birth	0	24
Race	2	2
Ethnicity	0	1
Gender	0	22
Veteran Status	42	107
Disabling condition	27	651
Living situation (Head of Household and Adults)	58	507
Relationship to Head of Household	0	3
Destination	10	1590
Client location for project entry	0	468

Q6. Persons Served

6a. Report Validations**Table**

Q6a

a. Total number of persons served	2952
b. Number of adults (age 18 or over)	2199
c. Number of children (under age 18)	753
d. Number of persons with unknown age	24
e. Total number of leavers	2699
f. Number of adult leavers	1999
g. Total number of stayers	253
h. Number of adult stayers	200
i. Number of veterans	158
j. Number of chronically homeless persons	206
k. Number of adult heads of household	2147
l. Number of child heads of household	6
m. Number of unaccompanied youth under age 25	473
n. Number of parenting youth under age 25 with children	67

6b. Number of Persons**Served**

Q6b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Adults	2199	1951	248	0	0
b. Children	753	0	437	316	0
c. Don't know / refused	0	0	0	0	0
d. Information missing	0	0	0	0	0
e. Total	2952	1951	685	315	0

Q7a. Households Served

7a. Number of Households Served Q7a

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
Total Households	2153	1928	219	6	0

7b. Point-in-Time Count of Households on the Last Wednesday Q7b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
January	207	182	25	0	0
April	191	167	24	0	0
July	167	149	18	0	0
October	208	171	37	0	0

Q9. Contacts and Engagements

9a. Number of Persons Contacted Q9a

	Total	a. First contact was at a place not meant for human habitation	b. First contact was at a non-residential service setting	c. First contact was at a residential service setting	d. First contact place was missing
a1. Contacted once?	0	0	0	0	0
a2. Contacted 2-5 times?	0	0	0	0	0
a3. Contacted 6-9 times?	0	0	0	0	0
a4. Contacted 10 or more times?	0	0	0	0	0
az. Total persons contacted	0	0	0	0	0

9b. Number of Persons Engaged Q9b

	Total	a. First contact was at a place not meant for human habitation	b. First contact was at a non-residential service setting	c. First contact was at a residential service setting	d. First contact place was missing
b1. Engaged after 1 contact?	0	0	0	0	0
b2. Engaged after 2-5 contacts?	0	0	0	0	0
b3. Engaged after 6-9 contacts?	0	0	0	0	0
b4. Engaged after 10 or more contacts?	0	0	0	0	0
bz. Total persons engaged	0	0	0	0	0
c. Rate of engagement (%)	N/A	N/A	N/A	N/A	N/A

Q10. Gender**10a. Gender of Adults** Q10a

	Total	a. Without children	b. With children and adults	c. Unknown household type
a. Male	816	68	29	0
b. Female	1358	418	219	0
c. Transgender male to female	3	1	0	0
d. Transgender female to male	0	0	0	0
e. Doesn't identify as male, female, or transgender	0	0	0	0
f. Don't know / refused	0	0	0	0
g. Information missing	22	0	0	0
h. Subtotal	2199	487	248	0

10b. Gender of Children Q10b

	Total	a. With children and adults	b. With only children	c. Unknown household type
a. Male	354	195	159	0
b. Female	361	205	156	0
c. Transgender male to female	1	0	1	0
d. Transgender female to male	0	0	0	0
e. Doesn't identify as male, female, or transgender	0	0	0	0
f. Don't know / refused	0	0	0	0
g. Information missing	37	37	0	0
h. Subtotal	753	437	316	0

10c. Gender of Persons

Missing Age Information Q10c

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Male	0	0	0	0	0
b. Female	0	0	0	0	0
c. Transgender male to female	0	0	0	0	0
d. Transgender female to male	0	0	0	0	0
e. Doesn't identify as male, female, or transgender	0	0	0	0	0
f. Don't know / refused	0	0	0	0	0
g. Information missing	24	24	0	0	0
h. Subtotal	24	24	0	0	0

10d. Gender by Age

Ranges Q10d

Combined Report

	Total	a. Under age 18	b. Age 18-24	c. Age 25-61	d. Age 62 and over	e. Client Doesn't Know/Client Refused	f. Data not collected
a. Male	1170	354	37	646	133	0	0
b. Female	1719	361	142	1136	80	0	0
c. Transgender male to female	2	1	0	1	0	0	0
d. Transgender female to male	0	0	0	0	0	0	0
e. Doesn't identify as male, female, or transgender	0	0	0	0	0	0	0
f. Don't know / refused	0	0	0	0	0	0	0
g. Information missing	61	37	0	0	0	0	24
h. Total	2952	753	179	1783	213	0	24

Q11. Age Q11

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Under 5	161	0	161	0	0
b. 5 - 12	239	0	218	21	0
c. 13 - 17	353	0	58	295	0
d. 18 - 24	181	141	40	0	0
e. 25 - 34	466	349	117	0	0
f. 35 - 44	421	352	69	0	0
g. 45 - 54	485	465	20	0	0
h. 55 - 61	408	406	2	0	0
i. 62+	214	214	0	0	0
j. Don't know / refused	0	0	0	0	0
k. Information missing	24	24	0	0	0
l. Total	2952	1951	685	316	0

Q12. Race & Ethnicity

12a. Race

Q12a

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. White	1633	980	106	159	388
b. Black or African-American	794	385	128	94	187
c. Asian	6	5	0	0	1
d. American Indian or Alaska Native	299	159	27	22	91
e. Native Hawaiian or Other Pacific Islander	8	7	0	1	0
f. Multiple races	160	29	45	37	49
g. Don't know / refused	10	9	0	1	0
h. Information missing	42	41	0	1	0
i. Total	2952	1615	306	315	716

12b. Ethnicity

Q12b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Non-Hispanic/non-Latino	2693	1797	619	277	0
b. Hispanic/Latino	181	77	65	39	0
c. Don't know / refused	14	14	0	0	0
d. Information missing	64	63	1	0	0
e. Total	2952	1951	685	316	0

Q13. Physical and Mental Health Conditions

**13a1. Physical and
Mental Health
Conditions at Entry**

Q13a1

	Total persons	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Mental illness	325	281	0	44	0
b. Alcohol abuse	38	35	0	3	0
c. Drug abuse	48	43	0	5	0
d. Both alcohol and drug abuse	33	26	0	7	0
e. Chronic health condition	57	54	0	3	0
f. HIV/AIDS and related diseases	4	4	0	0	0
g. Developmental disability	12	9	0	3	0
h. Physical disability	68	66	0	2	0

**13b1. Physical and
Mental Health
Conditions of Leavers**

Q13b1

	Total persons	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Mental illness	296	260	0	36	0
b. Alcohol abuse	35	32	0	3	0
c. Drug abuse	46	43	0	3	0
d. Both alcohol and drug abuse	30	26	0	4	0
e. Chronic health condition	52	50	0	2	0
f. HIV/AIDS and related diseases	4	4	0	0	0
g. Developmental disability	11	8	0	3	0
h. Physical disability	62	60	0	2	0

**13c1. Physical and
Mental Health
Conditions of Stayers**

Q13c1

	Total persons	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Mental illness	29	21	0	8	0
b. Alcohol abuse	3	3	0	0	0
c. Drug abuse	2	0	0	2	0
d. Both alcohol and drug abuse	3	0	0	3	0
e. Chronic health condition	4	4	0	0	0
f. HIV/AIDS and related diseases	0	0	0	0	0
g. Developmental disability	1	1	0	0	0
h. Physical disability	6	6	0	0	0

Q14. Domestic Violence**14a. Persons with Domestic Violence History**

Q14a

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Yes	853	462	389	2	0
b. No	637	602	32	3	0
c. Don't know / refused	30	30	0	0	0
d. Information missing	934	857	76	1	0
e. Total	2454	1951	497	6	0

14b. Persons Fleeing Domestic Violence

Q14b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Yes	740	354	385	1	0
b. No	36	35	1	0	0
c. Don't know / refused	55	55	0	0	0
d. Information missing	22	18	3	1	0
e. Total	853	462	389	2	0

Q15. Living Situation

Q15

Combined Report

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Homeless situations					
a1. Emergency shelter	698	658	39	1	0
a2. Transitional housing for homeless persons	17	14	3	0	0
a3. Place not meant for human habitation	98	96	0	2	0
a4. Safe haven	16	16	0	0	0
a5. Interim housing	2	2	0	0	0
az. Total	831	786	42	3	0
b. Institutional settings					
b1. Psychiatric facility	25	25	0	0	0
b2. Substance abuse or detox center	7	7	0	0	0
b3. Hospital (non-psychiatric)	14	14	0	0	0
b4. Jail, prison or juvenile detention	31	31	0	0	0
b5. Foster care home or foster care group home	2	2	0	0	0
b6. Long-term care facility or nursing home	0	0	0	0	0
b7. Residential project or halfway house with no homeless criteria	2	2	0	0	0
bz. Total	81	81	0	0	0

c. Other locations					
c01. PH for homeless persons	10	10	0	0	0
c02. Owned by client, no subsidy	10	10	0	0	0
c03. Owned by client, with subsidy	0	0	0	0	0
c04. Rental by client, no subsidy	220	144	76	0	0
c05. Rental by client, with VASH subsidy	1	1	0	0	0
c06. Rental by client, with GPD TIP subsidy	1	1	0	0	0
c07. Rental by client, with other subsidy	34	34	0	0	0
c08. Hotel or motel paid by client	42	42	0	0	0
c09. Staying or living with friend(s)	137	136	0	1	0
c10. Staying or living with family	111	111	0	0	0
c11. Don't know / refused	58	58	0	0	0
c12. Information missing	918	537	379	2	0
cz. Total	1542	1084	455	3	0
d. Total	2454	1951	497	6	0

Q20. Non-Cash Benefits**20a. Type of Non-Cash****Benefit Sources** Q20a

	At entry	At Latest Annual Assessment for Stayers	At Exit for Leavers
a. Supplemental Nutritional Assistance Program	878	0	866
b. WIC	2	0	1
c. TANF Child Care services	339	0	339
d. TANF transportation services	337	0	337
e. Other TANF-funded services	337	0	337

f. Other source	345	0	345
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Q21. Health Insurance Q21

	At entry	At Latest Annual Assessment for Stayers	At Exit for Leavers
a. MEDICAID health insurance	576	0	565
b. MEDICARE health insurance	424	0	423
c. State Children's Health Insurance	104	0	100
d. VA Medical Services	348	0	348
e. Employer-provided health insurance	303	0	303
f. Health insurance through COBRA	292	0	292
g. Private pay health insurance	318	0	318
h. State Health Insurance for Adults	317	0	315
i. Indian Health Services Program	200	0	200
j. Other	180	0	180
k. No health insurance	0	0	0
l. Client doesn't know/Client refused	0	0	0
m. Data not collected	387	0	357
n. Number of adult stayers not yet required to have an annual assessment	0	191	0
o. 1 source of health insurance	292	0	276
p. More than 1 source of health insurance	12	0	11

Q22. Length of Participation**Q22a2. Length of
Participation—ESG
projects**

Q22a2

	Total	Leavers	Stayers
a. 0 to 7 days	1244	1214	30
b. 8 to 14 days	428	400	28
c. 15 to 21 days	231	210	21
d. 22 to 30 days	150	137	13
e. 31 to 60 days	387	328	59
f. 61 to 90 days	178	138	40
g. 91 to 180 days	256	218	38
h. 181 to 365 days	76	52	24
i. 366 to 730 days (1-2 yrs.)	2	2	0
j. 731 to 1095 days (2-3 yrs.)	0	0	0
k. 1096 to 1460 days (3-4 yrs.)	0	0	0
l. 1461 to 1825 days (4-5 yrs.)	0	0	0
m. More than 1825 days (>5 yrs.)	0	0	0
n. Information missing	0	0	0
o. Total	2952	2699	253

**Q22c. RRH Length of
Time between Project
Entry Date and
Residential Move-in
Date**

Q22c

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. 0-7 days	3	3	0	0	0
b. 8-14 days	0	0	0	0	0
c. 15-21 days	0	0	0	0	0
d. 22 to 30 days	0	0	0	0	0
e. 31 to 60 days	0	0	0	0	0
f. 61 to 180 days	0	0	0	0	0
g. 181 to 365 days	0	0	0	0	0
h. 366 to 730 days (1-2 yrs.)	0	0	0	0	0
i. Data Not Collected	212	94	118	0	0

Combined Report

j. Total	215	97	118	0	0
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**Q22d. Length of
Participation by
Household type**

Q22d

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. 0 to 7 days	1174	933	63	178	0
b. 8 to 14 days	399	240	120	39	0
c. 15 to 21 days	203	134	40	29	0
d. 22 to 30 days	140	106	10	24	0
e. 31 to 60 days	337	231	75	31	0
f. 61 to 90 days	144	100	33	11	0
g. 91 to 180 days	231	154	74	3	0
h. 181 to 365 days	73	51	21	1	0
i. 366 to 730 days (1-2 yrs.)	2	2	0	0	0
j. 731 to 1095 days (2-3 yrs.)	0	0	0	0	0
k. 1096 to 1460 days (3-4 yrs.)	0	0	0	0	0
l. 1461 to 1825 days (4-5 yrs.)	0	0	0	0	0
m. More than 1825 days (>5 yrs.)	0	0	0	0	0
n. Information missing	0	0	0	0	0
o. Total	2703	1951	436	316	0

Q23. Exit Destination –
More than 90 Days Q23

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Permanent destinations					
a01. Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
a02. Owned by client, no ongoing subsidy	0	0	0	0	0
a03. Owned by client, with ongoing subsidy	0	0	0	0	0
a04. Rental by client, no ongoing subsidy	12	12	0	0	0
a05. Rental by client, VASH subsidy	6	2	4	0	0
a06. Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
a07. Rental by client, other ongoing subsidy	91	42	49	0	0
a08. Permanent housing for homeless persons	0	0	0	0	0
a09. Staying or living with family, permanent tenure	0	0	0	0	0
a10. Staying or living with friends, permanent tenure	0	0	0	0	0

Combined Report

az. Total	109	56	53	0	0
b. Temporary destinations					
b1. Emergency shelter	1	1	0	0	0
b2. Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
b3. Transitional housing for homeless persons	0	0	0	0	0
b4. Staying with family, temporary tenure	0	0	0	0	0
b5. Staying with friends, temporary tenure	0	0	0	0	0
b6. Place not meant for human habitation	0	0	0	0	0
b7. Safe Haven	0	0	0	0	0
b8. Hotel or motel paid by client	0	0	0	0	0
bz. Total	1	1	0	0	0
c. Institutional settings					
c1. Foster care home or group foster care home	0	0	0	0	0
c2. Psychiatric hospital or other psychiatric facility	0	0	0	0	0
c3. Substance abuse treatment facility or detox center	0	0	0	0	0
c4. Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
c5. Jail, prison or juvenile detention facility	0	0	0	0	0
c6. Long term care facility or nursing home	1	1	0	0	0

Combined Report

cz. Total	1	1	0	0	0
d. Other destinations					
d1. Residential project or halfway house with no homeless criteria	0	0	0	0	0
d2. Deceased	0	0	0	0	0
d3. Other	4	2	2	0	0
d4. Don't know / refused	0	0	0	0	0
d5. Information missing	0	0	0	0	0
dz. Total	4	2	2	0	0
e. Total	115	60	55	0	0

Q23a. Exit**Destination—All
persons**

Q23a

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Permanent destinations					
a01. Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
a02. Owned by client, no ongoing subsidy	4	4	0	0	0
a03. Owned by client, with ongoing subsidy	0	0	0	0	0
a04. Rental by client, no ongoing subsidy	268	80	188	0	0
a05. Rental by client, VASH subsidy	11	11	0	0	0
a06. Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
a07. Rental by client, other ongoing subsidy	42	42	0	0	0
a08. Permanent housing for homeless persons	98	3	0	95	0
a09. Staying or living with family, permanent tenure	55	9	0	46	0
a10. Staying or living with friends, permanent tenure	1	1	0	0	0

Combined Report

az. Total	479	150	188	141	0
b. Temporary destinations					
b1. Emergency shelter	100	87	0	13	0
b2. Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
b3. Transitional housing for homeless persons	81	7	0	74	0
b4. Staying with family, temporary tenure	9	3	0	6	0
b5. Staying with friends, temporary tenure	7	7	0	0	0
b6. Place not meant for human habitation	6	6	0	0	0
b7. Safe Haven	2	2	0	0	0
b8. Hotel or motel paid by client	1	1	0	0	0
bz. Total	206	113	0	93	0
c. Institutional settings					
c1. Foster care home or group foster care home	22	0	0	22	0
c2. Psychiatric hospital or other psychiatric facility	6	2	0	4	0
c3. Substance abuse treatment facility or detox center	1	0	0	1	0
c4. Hospital or other residential non-psychiatric medical facility	6	1	0	5	0
c5. Jail, prison or juvenile detention facility	2	1	0	1	0
c6. Long term care facility or nursing home	4	4	0	0	0

Combined Report

cz. Total	41	8	0	33	0
d. Other destinations					
d1. Residential project or halfway house with no homeless criteria	4	1	0	3	0
d2. Deceased	1	1	0	0	0
d3. Other	116	113	0	3	0
d4. Don't know / refused	13	10	0	3	0
d5. Information missing	1436	983	0	28	425
dz. Total	1570	1108	0	37	425
e. Total	2296	1379	188	304	425

**Q23b. Homeless
Prevention Housing
Assessment at Exit**

Q23b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Able to maintain the housing they had at project entry--Without a subsidy	0	0	0	0	0
b. Able to maintain the housing they had at project entry--With the subsidy they had at project entry	0	0	0	0	0
c. Able to maintain the housing they had at project entry--With an on-going subsidy acquired since project entry	0	0	0	0	0
d. Able to maintain the housing they had at project entry--Only with financial assistance other than a subsidy	242	54	188	0	0
e. Moved to new housing unit--With on-going subsidy	0	0	0	0	0
f. Moved to new housing unit--Without an on-going subsidy	0	0	0	0	0
g. Moved in with family/friends on a temporary basis	0	0	0	0	0
h. Moved in with family/friends on a permanent basis	0	0	0	0	0
i. Moved to a transitional or temporary housing facility or program	0	0	0	0	0

Combined Report

j. Client became homeless-moving to a shelter or other place unfit for human habitation	0	0	0	0	0
---	---	---	---	---	---

Combined Report

k. Client went to jail/prison	0	0	0	0	0
l. Client died	0	0	0	0	0
m. Client doesn't know/Client refused	0	0	0	0	0
n. Data not collected (no exit interview completed)	0	0	0	0	0
o. Total	242	54	188	0	0

**Q24. Exit Destination –
90 Days or Less**

Q24

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Permanent destinations					
a01. Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
a02. Owned by client, no ongoing subsidy	4	4	0	0	0
a03. Owned by client, with ongoing subsidy	0	0	0	0	0
a04. Rental by client, no ongoing subsidy	30	30	0	0	0
a05. Rental by client, VASH subsidy	11	11	0	0	0
a06. Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
a07. Rental by client, other ongoing subsidy	92	61	31	0	0
a08. Permanent housing for homeless persons	3	3	0	0	0
a09. Staying or living with family, permanent tenure	9	9	0	0	0
a10. Staying or living with friends, permanent tenure	1	1	0	0	0

Combined Report

az. Total	150	119	31	0	0
b. Temporary destinations					
b1. Emergency shelter	87	87	0	0	0
b2. Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
b3. Transitional housing for homeless persons	7	7	0	0	0
b4. Staying with family, temporary tenure	5	3	2	0	0
b5. Staying with friends, temporary tenure	8	8	0	0	0
b6. Place not meant for human habitation	6	6	0	0	0
b7. Safe Haven	2	2	0	0	0
b8. Hotel or motel paid by client	1	1	0	0	0
bz. Total	116	114	2	0	0
c. Institutional settings					
c1. Foster care home or group foster care home	0	0	0	0	0
c2. Psychiatric hospital or other psychiatric facility	2	2	0	0	0
c3. Substance abuse treatment facility or detox center	0	0	0	0	0
c4. Hospital or other residential non-psychiatric medical facility	1	1	0	0	0
c5. Jail, prison or juvenile detention facility	1	1	0	0	0
c6. Long term care facility or nursing home	4	4	0	0	0

Combined Report

cz. Total	8	8	0	0	0
d. Other destinations					
d1. Residential project or halfway house with no homeless criteria	1	1	0	0	0
d2. Deceased	2	2	0	0	0
d3. Other	114	114	0	0	0
d4. Don't know / refused	10	10	0	0	0
d5. Information missing	1122	1122	0	0	0
dz. Total	1249	1249	0	0	0
e. Total	1523	1490	33	0	0

25a. Number of Veterans

Q25a

	Total	a. Without children	b. With children and adults	c. Unknown household type
a. Chronically homeless veteran	1	0	1	0
b. Non-chronically homeless veteran	157	139	3	15
c. Not a veteran	1740	1308	112	320
d. Client Doesn't Know/Client Refused	5	5	0	0
e. Data Not Collected	296	163	2	131
f. Total	2199	1615	118	466

Q26b. Number of Chronically Homeless Persons by Household

Q26b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Chronically homeless	211	162	8	0	41
b. Not chronically homeless	1720	1217	295	0	208
c. Client Doesn't Know/Client Refused	82	79	3	0	0
d. Data Not Collected	690	157	0	315	218

Attachment C – Public Notices

SR. ORACLE EAM/SCM

**Sr. Oracle EAM/SCM
Programmer/Analyst-Tulsa, OK**

Identify bottlenecks & optimize PL/SQL & other dependent sub-systems within a typical Oracle E-Business Suite environment; design & develop programs, reports, custom tables; add & modify fields & setups, develop & implement extensions of a moderate to high level of complexity & business aspect.

Must have a Bachelor's in MIS, Computer Science or a related field & 5 yrs exp w/Oracle EBS R12, w/specific emphasis in EAM and supply chain.

Must have 5 yrs exp w/PL/SQL, Unix Shell Scripts, Oracle SQL Developer, Oracle Data Integrator, Web Services, Oracle Forms, OAF, Workflow, Reports 10g/BI, XML Publisher, & Conversions/Interfaces/Extensions.

Exp may be gained concurrently.

Apply to H&PINC by sending a resume and cover letter to: webmaster@hplnc.com. In the subject line of the email include "Sr. Oracle EAM/SCM Programmer/Analyst"

SR. ORACLE FINANCE

**Sr. Oracle Finance/Projects
Programmer/Analyst-Tulsa, OK**

Identify bottlenecks & optimize PL/SQL & other dependent sub-systems within a typical Oracle E-Business Suite environment; design & develop programs, reports, custom tables; add & modify fields & setups, develop & implement extensions of a moderate to high level of complexity and business aspect.

SR. ORACLE FINANCE

Must have a Bachelor's in MIS, Computer Science or related field & 5 yrs exp w/Oracle EBS R12 w/specific emphasis in finance & project accounting.

Must have 5 yrs exp w/PL/SQL, Unix Shell Scripts, Oracle SQL Developer, Oracle Data Integrator, Web Services, Oracle Forms, OAF, Workflow, Reports 10g/BI, & Conversions/Interfaces/Extensions.

Exp may be gained concurrently.

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PUBLIC NOTICE

**NOTICE TO THE PUBLIC OF
AVAILABILITY OF THE DRAFT
PROGRAM YEAR 2016
CONSOLIDATED ANNUAL
PERFORMANCE AND
EVALUATION REPORT
FOR THE CITY OF TULSA,
OKLAHOMA**

The Program Year 2016 Consolidated Annual Performance and Evaluation Report (CAPER) covers the period from July 1, 2016 through June 30, 2017. Any actions or changes contemplated as a result of this public hearing process will be set forth in the CAPER.

The Draft CAPER will be available for a fifteen (15) day review and comment period by all interested parties from August 30, 2017 through September 14, 2017 at the following locations: City of Tulsa - City Clerk's office (175 E. 2nd Street, 2nd Floor), all four Regional Libraries (Hardesty,

PUBLIC NOTICE

Martin, Rudisill and Zarrow), and on-line at the City's website: <https://www.cityoftulsa.org/government/departments/finance/grants/plans-and-reports/>.

All written comments should be directed to the attention of Grants Administration, 175 East 2nd Street, Suite 480, Tulsa, OK 74103, e-mailed to grantsadmin@cityoftulsa.org.

NOTICE OF PUBLIC HEARING

The HUD Community Development Committee for the City of Tulsa will hold a Program Year 2016 Consolidated Annual Performance and Evaluation Report (CAPER) & Program Year 2017 Needs Assessment Public Hearing at City Hall, 175 E. 2nd Street, Council Chambers, 2nd Floor on Thursday, September 14, 2017 at 5:00 p.m. The purpose of the Public Hearing is consider the Draft PY16 CAPER and to solicit comments from Tulsans in order to prioritize the needs for Program Year 2018 in accordance with the goals set forth in the approved City of Tulsa Five-Year Consolidated Plan. The Consolidated Plan can be viewed by accessing

<https://www.cityoftulsa.org/government/departments/finance/grants/plans-and-reports/>

Information presented to the Committee will be used to set priorities for Program Year 2018.

Reasonable accommodations will be made in compliance with the Americans with Disability Act of 1990 for those with disabilities or those who require an interpreter for languages other than English. Contact Grants Administration at (918) 596-9084 by September 7, 2017 to request such arrangements.

PUBLIC NOTICE

The Oklahoma Eagle
Advertise In One Of Tulsa Oldest Publications! (918) 582-7124

**PUBLIC NOTICE****PUBLIC NOTICE****PUBLIC NOTICE**

**NOTICE TO BIDDERS
SEALED BIDS FOR
TULSA METROPOLITAN UTILITY AUTHORITY
PROJECT NO. TMUA-W 14-70**

Notice is hereby given that pursuant to an order by the Tulsa Metropolitan Utility Authority, a Public Trust, sealed bids will be received in Room 260 of the Office of the City Clerk, City of Tulsa, 175 E. 2nd Street, Tulsa, Oklahoma 74103 until 8:30 a.m., the 15th day of September, 2017 for furnishing all tools, materials and labor and performing the work necessary to be done in the construction of the following:

PROJECT NO. TMUA-W 14-70 AB JEWELL WATER TREATMENT PLANT CLARIFIER NO. 4 IMPROVEMENTS

The entire cost of the improvement shall be paid from Account No. 6021-5455411-040522171100

A MANDATORY Pre-Bid Conference is scheduled for Monday, September 5, 2017 at 9am in the 2nd Floor Conference Room, Room S213, South Building, 2317 South Jackson Tulsa, Oklahoma.

Attendance at the Pre-Bid Conference is MANDATORY. Bids will not be received from contractors who did not attend the Pre-Bid Conference.

Bids will be accepted by the City Clerk from the holder of valid pre-qualification certificates from the City of Tulsa in one or more of the following classifications: A & D

Drawings, specifications and contract documents for construction of said public improvements of the said project have been adopted by the Mayor of said City. Copies of same may be obtained at the Office of the Director of Engineering Services for the City of Tulsa, 2317 South Jackson, Room 103, North Building, for a non-refundable fee in the amount of \$50.00 made payable to the Tulsa Metropolitan Utility Authority by check or money order.

Contract requirements shall include compliance as required by law pertaining to the practice of non-discrimination in employment.

Attention is called to Resolution No. 18145 of August 23, 1988, requiring bidders to commit to the goal of employing on the project at least fifty percent bona fide residents of the City of Tulsa and/or MSA in each employment classification.

Attention is called to Resolution 7404 of November 8, 2006, requiring bidders, their subcontractors and their lower-tier subcontractors to hire only citizens of the United States.

The Authority, acting on behalf of the City of Tulsa, is exempt from the payment of any sales or use taxes, and pursuant to Title 68 O.S. Section 1356(10), direct vendors to the Authority are also exempt from those taxes. A bidder may exclude from his bid appropriate sales taxes which he will not have to pay while acting for and on behalf of the Tulsa Metropolitan Utility Authority. See Contract Article IIB.

A Certified or Cashier's Check or Bidder's Surety Bond, in the sum of 5% of the amount of the bid will be required from each bidder to be retained as liquidated damages in the event the successful bidder fails, neglects or refuses to enter into said contract for the construction of said public improvements for said project and furnish the necessary bonds within thirty days from and after the date the award is made.

The bidder to whom a contract is awarded will be required to furnish public liability and workmen's compensation insurance; Performance, Statutory, and Maintenance bonds acceptable to the Authority, in conformity with the requirements of the proposed contract documents. The Performance, Statutory, and Maintenance bonds shall be for one hundred percent (100%) of the contract price.

All bids will be opened and considered by the Bid Committee of said City at a meeting of said Committee to be held in the City Council Room of City Hall, 175 E. 2nd Street, in said City at 9:00 a.m. on the 15th day of September, 2017.

Dated at Tulsa, Oklahoma, this 18th day of August, 2017.

**Richard Sevenoaks, Chairperson
Tulsa Metropolitan Utility Authority**

**NOTICE TO BIDDERS
SEALED BIDS FOR
PROJECT NO. 104017- J**

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EQUALITY DAY

Continued from P.6

Bernice Syrus Davis Inspire Award honoree. Eleanor's community service to the citizens of Northeast Oklahoma City honors the unwavering spirit of Bernice Syrus Davis, who founded the Georgia Brown Democratic Women's Club

in 1968. Through her professionalism and community service with the National Bar Association, the Oklahoma Bar Association, and Legal Aid Services of Oklahoma, Eleanor inspires others; she is a true role model. Ms. Thompson is also a Democratic Party volunteer activist and ran for political office in 2014. She is a retired Assistant U.S. Attorney and has served the residents of Oklahoma City as an adjunct college professor and as a

classroom teacher.

Tickets to the affair can be obtained from any member of the organization or by visiting: Ticketstorm.com. Individuals and organizations needing more information should contact 2017 Program Chair Christine Byrd, (405) 706-0361 or by email to GeorgiaBrownMetro@gmail.com. Commemorative program ad space is also available.

TULSA WORLD

P.O. Box 1770 Tulsa, Oklahoma 74102-1770 | tulsaeworld.com

Account Number
1004488

CITY OF TULSA FINANCE DEPARTMENT
Attn: SANDRA BACA
175 E. 2ND STREET SUITE 480
TULSA, OK 74103

Date

August 18, 2017

Date	Category	Description	Ad Size	Total Cost
08/18/2017	Legal Notices	CAPER PUBLIC NOTICE	2 x 53.00 CL	67.84

Proof of Publication

I, of lawful age, being duly sworn, am a legal representative of the Tulsa World of Tulsa, Oklahoma, a Daily newspaper of general circulation in Tulsa County, a newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971 and 1982 as amended, and thereafter, and complies with all other requirements of the laws of Oklahoma with reference to legal publications. That said notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publication and not in a supplement, on the DATE(S) LISTED BELOW

401303
Published in the Tulsa World, Tulsa County, Oklahoma, August 18, 2017

NOTICE TO THE PUBLIC OF AVAILABILITY OF THE DRAFT PROGRAM YEAR 2016 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT FOR THE CITY OF TULSA, OKLAHOMA

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08/18/2017

Newspaper reference: 0000401303

My. Marshall
Legal Representative

Sworn to and subscribed before me this date: 8-21-2017

Nancy Carol Moore
Notary Public

My Commission expires 12-08-2018

CITY OF TULSA
AUG 22 2017
GRANTS ADMINISTRATION

NOTARY PUBLIC-STATE OF OKLAHOMA
NANCY CAROL MOORE
COMMISSION # 06011684
TULSA COUNTY

